

## Vacancy – Offshore Drilling Supervisor

Due to the ever-expanding growth of the offshore wind market, and our focus on renewable energy an exciting opportunity has come available for a contract position of Drilling Supervisor with Geotechnical Drilling experience on heave compensated vessels, or highly motivated Oil & Gas Drilling professionals looking to move into the green energy sector with suitable experience to make the transition with the correct training.

You will be responsible for supervising drilling assuring that operations conform to plans and are being carried out safely, efficiently, and economically, managing manpower, rigs, material supplies and stocks, resolving difficulties which could otherwise delay drilling progress.

### Job Summary

The Drilling Supervisor is the senior drilling representative onboard the drilling vessel. Responsible to deliver geotechnical drilling and testing services & contract execution with the Client in accordance with GM's core processes & performance standards. Coordinate with the Offshore Project Manager & the rig personnel in establishing shared rig goals, which support the delivery of geotechnical drilling and testing services. The Drilling Supervisor is responsible for the drilling rigs compliance to company policies & procedures. Must lead by example & show visible demonstration of GM's Values and operate in compliance to all GM's Policies & Procedures.

The duties assigned to the Drilling Supervisor are varied but will encompass management of QHSE, Operations, and finance and maintenance of client relationships and people development.

### Functions and duties

The duties assigned to the Drilling Supervisor will be varied; these will include but not be limited to the following:

### QHSE

- Responsible for the overall performance of personnel, installation, working practices & general safety culture on the installation
- Actively promote the Company's Vision and Mission
- Visibly champion the Company's Values of People, Planet and Client
- Drive the use by all personnel of the GM Integrated Management System (IMS) & Tools including Observation Process, Planning Process, PTW and etc.
- Mentor offshore management on building a strong safety culture on the rig
- Create specific QHSE Plans with participation of the rig personnel & the Rig Manager
- Identify the resources required from management for implementing QHSE initiatives
- Take a leading role in incident analysis & implementation of corrective actions to improve HSE performance
- Assist the OPM & Rig Manager in ensuring Emergency Response Plans are up to date, crew appropriately trained & plans implemented
- Review the emergency drills conducted by the Master & ensure the results are satisfactory
- Provides support to the OPM as Person-In-Charge of the Geotechnical operations.

## **Operations**

- Communicate regularly with the offshore team on operational issues, advising them as necessary, to achieve the best results
- Liaise with the Client Representative, the OPM & the Rig Manager to improve the execution of the work in safety & efficiency as required
- Assist the Rig Manager with budgetary performance of the rig & associated equipment to maintain it in optimum condition
- Contribute advice & opinions on DWOP meetings & provide recommendations to the client to streamline well operations & deliver a safe & efficient result
- Responsible for ensuring that Safety Management Systems are being applied by all personnel onboard the installation
- Responsible for ensuring well control policies & well control incident prevention are being applied
- Participate in HAZID & HAZOP reviews & provide advice related to GM Operating Policies & Procedures
- Reviewing rig specific operating procedures, work processes & rig equipment to ensure they are within their performance criteria
- Ensure planned maintenance of safety critical equipment is taken into consideration & included as a part of defining the overall bore hole planning during any DWOP
- Review & approve Rig Specific Work Instructions, prior to forwarding them to the Rig Manager
- Ensure all reporting applications related to operations & performance is accurate. KPI's etc. should be monitored & deficiencies addressed to achieve the desired result
- Responsible for ensuring modifications to the rig & the equipment are carried out in strict accordance with budgetary & engineering approvals from Management
- Review and close out in conjunction with Rig Manager any deficiencies and improvement opportunities noted on rig audits
- Ensure the installation (worksites) is in a safe condition, housekeeping, orderliness & overall appearance is satisfactory
- Responsible to ensure all stock levels of drilling and CPT equipment are controlled, recorded, and reported
- Ensure all pre-planned maintenance is being completed for all departments, Drilling, Maintenance, and CPT
- Verify all duties of all drilling and CPT personnel are being carried out. Planned maintenance, unplanned repairs
- Support the Master and OPM in all Marine & Non-Drilling Operations
- Support Rig Manager in achieving rig goals & company expectations
- Ensure daily reporting that is required for all departments is completed and delivered on schedule to the relevant line managers
- Monitor relevant KPI's and work with the Offshore team and Rig Manager to make improvements in all facets of the operations
- Create, review and revise procedures and work instructions.
- Create and work with the Geoquip's digital checklist format for operations.

## **Client Relationship**

- Act in conjunction with Rig Manager to try to resolve any client issues onboard the rig that arises in regard to contractual disputes
- Advise as necessary any deputy or Drillers on how to monitor & evaluate client's concerns to ensure that personnel respond quickly to meet client needs & resolve problems

- Coordinate with the Maintenance Supervisor in reviewing rig maintenance & equipment planning which affects rig activity forecasts, & out of service planning. Ensure rig out of service planning is clearly communicated to Rig Manager so that he may advise clients via the Head of Drilling.
- Maintain an accurate record of rig operations, downtime, waiting on weather etc. for accurate KPI monitoring and invoicing. Focus on optimizing day rate revenue
- Ensure delivery of all rig-based services (including but not limited to drilling and downhole testing) as defined by the drilling contract

### **People Development**

- Responsible for advising Rig Manager on people development & succession planning. Review succession planning with Rig Manager
- Be involved in establishing & approving training requirements for rig personnel
- Communicate your expectations & key objectives to the offshore team & keep the Rig Manager updated on progress made
- Carry out regular crew evaluations with new personnel and yearly appraisals

### **Financial Management**

- Be fully familiar with the rig budget plan & follow the schedule to ensure costs are spread & controlled as planned.
- Responsible in conjunction with Rig Manager to submit quarterly forecast, which reflects costs related to rig activity. Communicate with the Rig Manager on any recommendations to address specific rig operation issues or to optimize rig operations by contributing input to the development of annual rig operating budgets & capital improvement budgets.

### **Other Requirements**

Must pass Company Medical Examinations & random drug and alcohol tests. This includes client and/or country medical requirements.

### **Qualifications and Experience**

- Experience in Drilling Industry > 10 years
- Experience in heavy compensated drilling >3 years
- Compliant with other Geoquip Marine (GM) critical Training Courses
- Computer literacy to facilitate daily reporting requirements
- Completed GM Competency program for position of Driller

We offer competitive day rates.

Ready to take on a new challenge in an international offshore company? Apply for the position you are interested in by sending your resume to [careers@geoquip-marine.com](mailto:careers@geoquip-marine.com) with the vacancy title as your reference.