

Job Title:	ROV Supervisor
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Job Purpose:	<p>To supervise the ROV Pilots and Senior Pilot Technicians during all ROV operations.</p> <p>The ROV Supervisor reports to the ROV Superintendent and/or Systems Supervisor, ensuring that all aspects of the ROV operation are carried out in accordance with the ROV Operations Manual and Business Management System (BMS).</p> <p>To assist with technical and developmental training of ROV personnel assigned to their team.</p> <p>To take operational ownership of ROV system, technical equipment, maintenance and spares.</p>
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Reporting lines and interactions:	
Hierarchically reports to:	Onshore Superintendent, ROV Training and Resources Manager, Remote Systems Unit (RSU) Operations Manager
Operationally reports to:	ROV Superintendent, ROV System Supervisor
Directly supervises:	Senior Pilot Technicians, Pilot Technicians – may be required to supervise Tooling Technicians and any third-party personnel who may be onboard to assist with Remotely Operated Vehicle (ROV)/project operations
Key interactions (internally, externally):	N/A

Job Scope (budget, management, specific criteria):
<ul style="list-style-type: none">• To ensure ROV operations are conducted safely, efficiently and to the Client's satisfaction• To arrange for, or perform "on the job" training of personnel unfamiliar with the particular vessel or ROV system or tooling in use• To appraise personnel performance in the execution of the work such that any training requirements for Pilots / Senior Pilots are identified. To perform competency assessment of ROV personnel in accordance with the Company's Competency scheme and to review and complete personnel logs / witness statements accordingly• To supervise onboard equipment maintenance in accordance with established schedules and assess system's capability to perform tasks in given operational constraints• To assist with the arrangement for the procurement of parts/materials• To assist when requested with review of system manuals and maintenance log books and certification for validity, currency, coverage and relevance for feedback to ROV Superintendent and RSU management• To ensure that the ROV systems are maintained to a high standard. Promote and demonstrate good house-keeping in and around the work area• To communicate and implement system shutdown in the event of equipment malfunction/failure or unsafe operation. System shutdown to take into account proximity to divers and vessel

General Activities:

- Knowledge of logistical requirements and proactive involvement with project/vessel de-mobilisation and mobilisations
- Collating and organising relevant information that the team may require to undertake the task in hand
- Understanding and proactive participation in the following:
 - Tool Box Talks (TBT)
 - Job Hazard Analysis (JHA)
 - Project / safety briefings

Procedural:

- Have an appreciation of relevant industry legislative requirements and guidance notes and ensure the team's compliance
- Have a good knowledge of Company safety management systems and ensure the team's compliance, in particular:
 - Permit to Work (PTW) system or third-party vessel specific requirements
 - Relevant operational and safety procedures
 - Vessel and system familiarisation format
 - Management of Change (MoC)
- Be familiar with the workscope and inspect the same to ensure its compliance with the Company safety standards
- Be familiar with any special procedures and/or equipment to be used for the work
- Determine and ensure the safe execution of the workscope
- Ensure that any operation is covered by a risk assessment and that risk assessments are reviewed and updated when required

Personnel Supervising and Communication:

- Provide decision making, leadership and assertiveness, as team leader, to effectively manage the personnel under his/her direction and control
- Ensure that the team maintain the safety and security of the working environment
- Plan and ensure effective communications with the team
- Ensure an effective shift handover including any safe work procedure and explanation of current working conditions
- Maintain good inter-personal and communication skills with colleagues and other Supervisors
- Liaise with all members of the proposed shift and the other Supervisors in order to achieve a smooth start to the project
- Liaise with the System Supervisor/Superintendent Project team and Bridge Engineer and report any concerns about the operation immediately, whether this is a personal view or that of a member of the team
- Monitor the performance of the personnel on shift and encourage safe working practices
- Fulfil the role of Work Place Assessor (WPA) if qualified to do so
- To be familiar with the Company's Performance Appraisal Procedure ensuring annual appraisals are completed within the timeframes specified
- To assist and give guidance/help to new employees and trainees. To ensure other members of the team to use their knowledge and experience to train and advise new starts

- Liaise with Subcontractors, vessel crew and Project Engineers

Behavioural:

- Sound decision making skills appertaining to job function and responsibilities
- Professional attitude towards colleagues and willingness to perform work duties
- Be aware of the local environment and be alert for potential or actual dangers and communicate these to the appropriate people

Administration:

- Initiate and maintain relevant administration systems
- Maintain full, proper and legible records throughout the shift

Self-Development:

- Review the Company's safety notices and business management system on each occasion of joining the vessel
- Attend training courses and seminars as required by the Company

Competency (Staff Level 3)

Change Leadership

- The ability to energise and engage others during change and respond positively to change.

Commercial Acumen

- The ability to draw on business and professional knowledge and concepts to exercise commercial judgement to maximise returns for the business including protection of our long terms relationship with clients and suppliers.

Communication

- The desire and ability to convey complex information in a way which is accessible to the audience.

Develop Capability

- The drive to further the development and learning of others so as to meet future business needs based on an appropriate level or analysis.

Drive for Results

- The drive to do things better to continually improve and compete against a standard of excellence

Innovation

- The ability to challenge the status quo and to develop and put forward new and better ways of doing things.

Leader

- Provides clarity around TechnipFMC's strategic objectives, by demonstrating a real grasp of the business and communicating the direction to others. Commands respect rather than relying on position.

Strategic Thinker

- The drive to scan the external environment, assess the impact of external factors on TechnipFMC and identify potential change directions.

Technical:

Completion of TechnipFMC Competency for Senior Pilot Technician Grade 2 and 1 or IMCA ROV Supervisor competence portfolio

Personal Qualities:

- Decision maker
- Team orientated
- Lateral thinker
- Leadership qualities
- Strong organisational skills (including demonstrated ability to multi-task)
- Good presentation skills
- Self-motivated
- Professional
- Hard working
- Effective communicator
- Effective negotiation skills

Leadership Behaviours:

- Role model – setting an example
- Sound judgment which is thoughtful and action oriented
- Accountability, transparency and trust
- Understanding personnel and their needs
- Collaborating effectively to deliver results
- Planning and organising what has to be implemented
- Communicating what's to be achieved, and why
- Preparedness to take tough decisions
- Identifying priorities and remaining focused on outcomes
- Motivating others and acknowledging achievement
- Empowering and supporting others to build capability
- Showing loyalty and keeping commitments

Main accountabilities:

N/A

Qualifications (professional, technical, academic):**Essential:**

- Valid offshore European survival certificate (UK and Norwegian)
- Valid offshore medical certificate (UK and Norwegian)

Preferred:

- A nationally recognised Technician qualification in a relevant technical subject (Mechanical / Electrical / Electronic). Higher National Certificate (HNC) or equivalent academic certificate
- High Voltage training certificate

- Basic Hydraulics training certificate
- Fibre Optics training certificate

Typical background and experience required:

Essential:

- Shall demonstrate extensive technical and operational knowledge of the ROV systems
- Shall possess extensive knowledge of current safety and quality standards as applied to systems and their requirements in an offshore environment
- Attended Supervisory Skills course
- Good working knowledge of written and oral English language
- Good experience at a supervisory level on offshore construction vessels
- Good understanding and working knowledge of current IMCA legislation and guidance
- Good understanding and working knowledge of Quality Health Safety and Environment (QHS&E) Safety Management Systems
- Has completed and had validated TechnipFMC Competency for Senior Pilot Technician 1 and 2
- Has completed required days offshore and logged appropriate flying hours to be considered for promotion from Senior Pilot Technician Grade 1 to ROV Supervisor
- Has worked with a variety of work class ROV's on company and third-party vessels.

Nice to have:

- Competency Assessor Training
- Appraisal Training
- Clear understanding of the companies BMS system

Additional information:

N/A