



JOB ADVERT - JULY 2024

Surface Logistics Superintendent

Main Duties and Responsibilities

- Planification and coordination of all logistics operations in support to "Surface" activities: 3 camps, temporary waste storage areas, aviation and airstrip, road transportation and provision of utilities, water, fuel, catering and hospitality.
- Manage the coordination with COMPANY Contractors and stakeholders for ensuring the availability and the safe efficiency of the required support, including civil works.
- Prepare, review and follow-up the implementation of all required Company operational procedures.
- Ensure the interfaces / interactions with all other COMPANY entities (Drilling, Construction & Facilities, Contract & Procurement, finances, Joint Venture, HSE, Security, HQ) are well known and covered and coordinate accordingly.
- Ensure the interface with all contractors and ensure the work by Logistics Contractor is done safely and as per the scope, including on offsite locations.

HSE:

- Ensure and promote Safety and compliance with standards and procedures and implement on site periodic Safety campaigns especially for road transportation.
- Continuously analyze risks, ensure the logistics means for project & affiliate emergency plans are operational.
- Assume the role of the RSES-D for logistics and offsites for Tilenga project.

- Cost control and budget.
- Identify and anticipate any deviation on contracts & services with impact on budget,
- Optimize operational costs.
- Feedback and Lesson learned: Gather 'lessons learnt' and provide feedback to different entities for continuous improvement of procedures, contractors and consolidation of KPIs/CPis.
- Operations and Management: Effective planification and coordination of the logistics personnel & means and ensure a permanent level of competencies and accountability of his personnel (including skill development).

Qualifications & Experience:

- Bachelor of Engineering or equivalent
- Minimum 10 years' experience in Logistics & support to Oil and Gas operations at Supervision level.
- Good command of English knowledge and experience in ERP systems including SAP and database management including MS access, word, project, excel.
- Leadership, proactive, adheres to the COMPANY values, analytical and anticipation skilled with organizational rigor.
- Able to work under pressure and stressing conditions, in autonomy, adapt, communicate and integrate in different environment.

External Communications & Public Affairs Coordinator

Main Duties and Responsibilities

External Communications

- Advise the Corporate Affairs Manager in the planning and implementation of the annual external communications & stakeholder engagement strategies.
- Ensure the successful implementation of external communication strategies and plans aimed enhancing and maintaining the TotalEnergies' company image as a top energy company externally.
- Facilitate the dissemination of Company and Group key messages to external stakeholders (i.e press releases, articles, information packs and other communications material aimed at creating awareness
- Supervise and ensure successful implementation of annual Public Relations activities and promotional events (e.g. Press conferences, press trips, exhibitions, workshops etc.) on time and within the budget allocated.
- Facilitate the continuous collaboration and engagement with key media houses, journalists and influential online personalities for objective reporting about company and project activities.
- Identify and ensure maximization of opportunities for media coverage in both national and local media in order to achieve highest visibility for the company.
- Lead the development and ensure synergies in the implementation of digital communication strategies and content for websites, SharePoint & social media platforms; and monitoring of company related online sentiments and conversation.
- Support implementation of issues & crisis communications functions for external audiences and stakeholders and Digital & social media management
- Facilitate a collaborative working environment with peers in the JV entities, regulatory body and Government to ensure alignment in industry communication strategies.

Public Affairs

- Develop and maintain an updated mapping of key influential Government personalities and maintain relationships with identified officials.

- Recommend appropriate tactics for effective engagement to raise awareness and strengthen our reputation with key policy makers and decision-makers (e.g maintain a contact programme of parliamentarians, civil servants and third parties)
- Provide analysis on key national political, social, and economic issues aimed at maintaining knowledge of key agenda subjects for the country with potential impact on the company's operations/activities.
- Prepare high-quality briefing materials for political audiences and senior internal stakeholders to support the delivery of the Company's influencing priorities.
- Maintain knowledge of the annual Government & legislative calendar of activities as well as upcoming legislative frameworks with a direct impact on company activities
- Track the progress of bills and other parliamentary activity, identify opportunities and draft responses to parliamentary, government and other consultations.
- Identify opportunities & coordinate company participation in strategic lobbying entities e.g. UCMP, EITI, PIRT & lobbying activities/events e.g. conferences, workshops.
- Coordinate business meetings and workshops with key Government functions (outside the JV scope) e.g. Presidency, Parliament committees, Speaker of parliament.

Qualifications & Experience:

- Bachelor's degree in Mass Communication, Public Relations/Journalism, or related field, a Masters or professional qualification in Communications/International Relations (Bac+5) is an added advantage.
- Minimum of at least 7 years' experience in communications
- Proven experience in developing and implementing strategic and targeted communications within a large and complex organization.
- Well-developed computer skills, including proven ability to manage websites, and a demonstrated understanding of the internet, social media, multi-media tools and desktop publishing.
- Experience of developing and implementing effective Public Affairs strategies.

- Sound knowledge of Government and Parliamentary procedures, mandates, and good political intellect
- Excellent written and verbal communication skills, with a track record of success in the areas of corporate planning and effective stakeholder liaison
- Strong team ethic—diplomatic team-player who can establish positive relationships and work effectively and collaboratively with individuals across the

- organization and at all levels.
- Understanding of the external political environment and political developments as they affect the company
- Track record of influencing stakeholders, and understanding of opportunities and risks of working collaboratively with other stakeholders

Deputy Construction Manager

Main Duties and Responsibilities:

- Manage all Construction activities carried out by Company/Contractors/Sub-contractors North of the Nile with due respect to HSE, Quality, Costs and Schedule.
- Ensure the protection of the environment and monitoring of Project environmental performances.
- Develop and implement a construction organization using Company resources as well as contracted personnel to ensure the smooth development of the project.
- Check, in accordance with needs, the preparation, issue and implementation by Contractors of Construction, Engineering documents including detailed procedures, method statements, drawings, calculation notes, Construction Equipment, construction, list of personnel, planning back-up procedures if necessary.
- Provide technical assistance and coordination, accordingly to the project requirements.
- Supervise the preparation and delivery of good quality as-built documentation.
- Undertake regular site visits to assess the work quality and delivery of the Contractor and intervene as appropriate to ensure that activities progress in line with the project schedule.
- Identify & analyze the weak points which penalize the productivity and propose corrective actions.
- Analyze and forecast performance and manpower requirements based on physical progress relative to schedule.
- Liaise with all the Superintendents and Supervisors to make sure that all interfaces are managed effectively and encouraged others to do the same.
- Maintain good relationship with Contractors, being flexible enough but also strict when necessary to achieve the objectives of the Project.
- Supervise preparation, highlight issues to the Construction Manager and solve them in accordance to the Company's procedures.
- Keep Management informed regarding ongoing construction status, coordinating and organizing regular meetings at Site.
- Promote and maintain a permanent smooth and seamless communication with Contractors/Sub-contractors/Vendors and Project Management team during all phases of the project.
- Control the works performed by the Contractors and check their progress.
- Manage the Company construction Supervision Team to ensure that the work is performed in compliance with contract specifications and inform the Construction Manager of non-compliance, or deviation requested by Contractors.
- Risk evaluation including technological risks analysis, risk management.
- Provide leadership to teams in respect to HSE in compliance with Company rules.
- Evaluate and manage the interferences between the sites that may arise as a result of operations conducted or malfunctions observed.
- Management in case of emergency situations occurring on construction site, and consequently for application of the entity's emergency response plan and related procedures, management of the command post.

- Compliance with the HSE instructions, rules and procedures in force for compliance with the HSE contractual clauses and other documents governing ties with the contractors.
- Contribute to meet Project HSE objectives while ensuring HSE requirements are taken into consideration during construction and installation phases to minimize risk to people and Company/contractor assets, at any time during the project phase.
- Demonstrate leadership for implementation of Company HSEQ requirements and ensure correct organization set up on the Construction site, proper implementation of the HSE plan by Contractors/Sub-contractors, proper monitoring and recording of HSE performance on all sites.
- Ensure that safe working practices are carried out within the construction team and the Contractors/Sub-contractors in order to enforce Company HSEQ policy.
- Participate to Safety tours and visits on a regular basis.
- Compile necessary reports for the Construction Manager (RSES) South and Project Management Team.

Qualifications & Experience:

- Bachelor's degree or equivalent in an appropriate engineering discipline.
- Minimum 15 years' of relevant experience in the Oil and Gas Industry. Previous experience in the construction of civil, structural, mechanical, piping and electrical works (with proper technical level of understanding of all disciplines).
- Previous experience in large onshore/offshore oil and gas construction projects.
- Recognized level of expertise in construction discipline with at least 6 years' experience in Construction management within a multi-disciplined environment in the Oil and Gas, Petrochemical, Refining industry.
- Good knowledge of International design codes/standards and Company general specifications is required.

All applications should be sent through the TotalEnergies EP Uganda careers website at <https://careers.totalenergies.com>.

ONLY APPLICATIONS RECEIVED ON THE STATED WEBSITE WILL BE CONSIDERED.

Deadline is 9th August 2024. Short listing begins immediately and only short-listed candidates will be contacted.

"Candidates applying for the advertised positions will be selected on merit. Any form of canvassing is strictly prohibited."

"Female candidates & persons with disabilities are highly encouraged to apply." To know more about TotalEnergies EP Uganda, please visit our website <https://totalenergies.ug/>