



Developing Energy Resources

Discovering New Talents



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Senior Planning and Development Engineer

Main Duties and Responsibilities

- Team**
- Share technical knowledge and experience feedback to increase team members' technical autonomy.
 - Share key finance / economics knowledge to increase members' finance awareness related to Energy investment.
 - Coach and mentor up to 2 junior positions.
 - Act as a transverse team leader for development study and patrimonial process coordination.
- Corporate Planning**
- Lead the Long-Term Plan of the subsidiary through its entire process: preparation with the Company's entities (technical and cost inputs), consolidation with the economist, and reporting/presentation to HQ.
 - Lead the preparation of the annual Work Program & Budget, and more specifically be the interface with the technical teams for the preparation, consolidation, and reporting/presentation.
 - Lead the consolidation of the Integrated Operations Planning within the Company and ensure the process, governance and tools are in place to facilitate management meetings and definition of action plans.
 - Participate in the annual reserves exercise (Prime) by providing costs and schedule assumptions.
- Development**
- Coordinate petroleum architecture / development studies (screening, concept, pre-project) performed within the subsidiary or by HQ.
 - Be responsible for the preparation and the update of Field Development Plans.
 - Support the economics evaluation of prospects (exploration or upsides within Production Licenses).
 - Prepare decision support package and participate in quality reviews and any other committees to sanction new developments.

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- Define the Master Development Plan beyond Tilenga Water Floor FID case (sequence of infills, polymer flood EOR, and tie-back developments) to increase plateau duration.
- Lead the follow-up of the power requirements of the integrated upstream / midstream assets and associated technical interfaces.
- Be the subsidiary focal point for Carbon Footprint Reduction and define the roadmap to reduce GHG emissions.
- Support commercial agreements negotiations (LPG, Common Development Allocation Agreement, PPA & Electricity Tariff).

Joint Venture

- Support Joint Ventures and Finance teams in the annual Work Program & Budget process with Partners and Authorities.
- Supervise the technical follow-up of Operated-By-Other Asset, through technical reviews and budget monitoring.

Business Intelligence

- Deliver business insights through market analyses to support commercial activities.
- Use analytics to develop benchmarks and support subsidiary's performance improvements.

Qualifications and Experience

- Masters Degree in Engineering with multi-disciplinary experience in Oil & Gas industry (holding an MBA or a Corporate Finance diploma would be a plus).
- A minimum of 10 years of experience in the upstream sector, including several years in technical positions related to at least 2 different technical domains (such as field operations, engineering, project, geoscience, drilling, or HSE) and previous responsibilities with head offices.

Joint Ventures Coordinator

Main Duties and Responsibilities

- Liaises with the technical teams to ensure that the Company meets its contractual, statutory and regulatory obligations.
 - Follow up all matters under discussions with the Authorities and take the necessary initiative to have these closed.
 - Organize and set up logistics for meetings with Authorities to ensure information flow to and from the Authorities in respect to the Operated Asset.
 - Contribute to the annual Work Program and Budget process particularly by initiating and reviewing the relevant Operated Asset presentations and dossiers prior to statutory submission to the Authority.
 - Liaise with the technical teams and the Authority to ensure all the regulatory consents in respect to the Work Programs and Budgets are obtained in time.
 - Liaise with the technical and finance teams to follow up the work program and Budget performance. And in case additional budgets are required, ensure that the respective requests and approvals are submitted and obtained in time.
 - Ensure the follow up of all correspondences with and from the Authorities.
- Qualifications and Experience**
- To identify the possible requirements arising from these letters and to make sure that the necessary steps are taken to fulfill them, whether it comes from the company or from the Authority while taking care of the time limits, if any.
 - To prepare draft of letters as requested by the hierarchy.
 - Manage the minutes of all meetings with the Authorities, which involves drafting and get the necessary adhesion from any internal concerned entity and the Authorities.
 - Prepare for and actively participate in the Cost recovery Audits with the Authorities.
 - Team management: manager coach role to develop talent and identify mobility and exposure plans

Qualifications and Experience

- Bachelors' Degree in Engineering or Legal or Business & Administration or Economics.
- 5-8 years of technical or business experience in the Oil and Gas industry.
- Reliability, accuracy and autonomy.
- Flexibility and full dedication to the job are essential.

Operations Officer Payroll & Compensation Coordinator

Main Duties and Responsibilities:

- Collect and compile HR metrics and data from a variety of sources including the human resource information system (HRIS) and payroll outputs, management and employee surveys, exit interviews, employment records, government labor statistics, competitors' practices, and other sources.
- Analyse data and statistics for trends and patterns with attention to recruitment, hiring practices, motivation, turnover, and compliance with employment laws and regulations.
- Serve as the primary contact and support for HR Reporting including creating and maintaining reports and dashboards and provide weekly, monthly, quarterly and annual HR metrics reporting.
- Maintain and ensures the accuracy of all HRIS systems in relation to all Team Member transactions, benefit administration, performance tracking, and compensation.
- Ensure that records, files, and electronic tracking systems are maintained accurately to ensure compliance according to company and regulator policies and procedures.

Qualifications and Experience:

- Bachelor's degree in statistic, Information Management Systems or Computer Science.
- Minimum 5 years in Data Processing & Analysis
- Hands-on experience with databases and HR software
- Excellent analytical and reporting skills.
- Excellent skills in Excel for data analysis and presentation.

Junior Process Engineer

Main Duties and Responsibilities

- HSSE:**
- Be up to date with HSE trainings, ensure Company Golden Rules are known and applied at work and during daily life.
 - Take Health, Safety & Environmental (HSE) lead in ensuring "safe systems of work" and "safe conditions" are in place within area of responsibility.
 - Report the Environmental and Safety anomalies.
 - Demonstrate visible commitment to HSE by periodically taking part in risk assessments, audits, HSE meetings, emergency drills.
 - Ensure Engineering activities are performed in compliance with a high regard to Health, Safety, Security and Environmental requirements.
 - Follow-up HIPS related studies during Engineering / Project Execution phase and ensure correct implementation & hand-over to operations.
 - Ensure flaring is minimized during production upsets (loss of GTG for instance) and propose technical solutions to minimize venting / flaring.
- Technical:**
- Support necessary process design/engineering during the project and process optimizations/troubleshooting during operational phases in compliance with the Company Rules and General Specifications.
 - Identify and resolve process issues which are critical during Project and Operational phases.
 - Coordinate with other technical disciplines to provide responses to complex problems related to process design, operability and availability, integrity, instrumentation and control, emissions, rotating equipment, static equipment.
 - Participate in process and production chemistry studies and PID/PFD reviews.
 - Support process and production chemistry technical assistance to site and CWE (Tier 2 of CWE).
 - Participates to Operating Procedures preparation and update.
 - Provide guidance to operations consistent with safe work procedures, field stringent environmental specifications and mechanical integrity requirements.
 - Support Site Modification Requests (SMR) and Requests for Modifications (RFM) processes. Contribute to Process related Requests for Modifications (RFM).
 - Participate towards HAZOP reviews, project safety reviews, technical audits and value engineering during various phases of project implementation and operational phase as required.
 - Review process and production chemistry related technical documentation submitted for COMPANY approval by Engineering Contractors and other third parties.
 - Develop and keep updated Process Flow Diagrams (PFD), Heat and Material Balances and Process Datasheets & Specification.
 - Collaborate with Engineering team and OneTech to answer queries and/or provide technical support.
 - Prepare the Scope of Work and follow the studies done by external Engineering companies during Operations phase.

- Perform any required process simulations through Proll (essential) / FlareSim / PipeSim / Hysys (optional).
- Perform sizing calculations for vessels and piping (process part).
- Perform detailed hydraulic calculations & heat transfer calculations for process units.
- Formalize REX / lessons learned related to Process discipline.

Interfaces:

- Ensure interface requirements with the Wellpads facilities, flowlines and pipelines are incorporated into the design and well defined in operating philosophy.
- Provide support to other entities during Project and Operations phases.

Quality:

- Participate in project and operational reviews as requested by Company Referential.
- Ensure the respect of the Process rules and sizing criteria and apply another technical reference related to Process and Safety engineering.

Digital

- Assist in implementation of Digital systems and tools in consultation with the Project Digital Lead.

Qualifications and Experience

- Master's degree in Process or Chemical Engineering.
- Min 1 year of experience in technological process/production and chemistry.
- Know-how and expertise in operation and process of producing heavy oil, waxy crude.
- Background in Production chemistry and Water treatment.
- Expertise of process software (Proll – Essential / Pipesim, Flaresim, Hysys – Recommended).
- Programming skills for Data analysis are preferable.
- Problem-solving skills for complex and integrated processes.
- Knowledge of industry norms and specifications.

All applications should be sent to the TotalEnergies EP Uganda careers website at <https://careers.totalenergies.com>. ONLY APPLICATIONS RECEIVED ON THE STATED WEBSITE WILL BE CONSIDERED.

Deadline is 1st December 2023
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"