

Permit to Work Coordinator



Locatie **Zeeland, Terneuzen**
<https://www.advertentienx.nl/x-1881606-z>

Bedrijfsomschrijving

Nouvall Engineering Services is specialized in project support for the (petro) chemical and maritime industry.
 We provide expertise in the field of Engineering, Project Management, Maintenance, Shutdowns, Construction and Safety.

Functieomschrijving

Basic function of the role is to ensure implementation of Permit to work (PTW) procedure at site and to ensure the effectiveness to achieve HSE objectives with minimal but not limited to requirements for an HSE Permit Coördinator:

- Ensure that all work carryout as per procedure.
- To assist with supervisor to prepare PTW for Field work where required.
- To monitor mandatory PPE used at workplace.
- Ensure implementation & compliance PTW (Permit to Work) & complementary PTW foreseen by procedure.
- To ensure be able to use specific software for PTW control, issue, approval, and record.
- To keep update all data and documents related to PTW.



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- Ensure the Supervisors have an overview of all planned and ongoing activities, which may impact on site activities.
 - Facilitate constructive working relationships across all contractors and liaise with all discipline supervisor regarding work planning for construction work execution, etc.
 - Liaise closely with the Performing Authority and Permit applicant to ensure all the appropriate hazards and controls have been identified for that task.
 - Manage the Permit to Work system and keep all data in such a state that it accurately reflects the work state of the construction site.
 - Perform spot-checks on the correct execution of permitted work activities in compliance with PTW procedure and other company procedures. Coordinate and conduct routine PTW audits and assume role as focal point for PTW audits.
 - To act as the installation administrator of the electronic permit system.
 - Track and advise line management for overdue or expired permits, certificates, forms and maintain records and hard copies of all PTW documentation as per document retention policy
 - Identify ways to improve PTW process and system regarding safety, effectiveness & efficiency and propose improvements to Site HSSE Manager.
 - Develop necessary PTW reports and statistics including PTW non-compliances as necessary at regular frequency.
 - Develop necessary PTW trainings as necessary at regular frequency in order to instruct all parties participating to the process for PTW in the use of dedicated software and procedure.
 - Participate in PTW audits and incident and near miss investigations that are associated with Permit to Work process when nominated by Line management.
 - The role will involve several interfaces with all discipline on site and so the successful candidate will need to be able to manage multiple stakeholders and willing to hold potentially difficult conversations.

Functie-eisen

- Computer literate- Proficient using complete Microsoft Suite (Word, Excel, Power point etc.) and PC skills.
- Proficient with email system; Microsoft Outlook preferred.
- Good communication and writing in English and Dutch, and any additional languages would be appreciated.
- Proficiency with Oracle preferred.

Preferred Education/Experience:

- BSc, Engineering Degree or Diploma or equivalent.
- HSE qualifications VOL - VCA.
- 3 years field experience.

Arbeidsvoorwaarden

Excellent terms, see our website.

Sollicitatieprocedure

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