

# Work Activity Coordinator



Locatie **Zeeland, Terneuzen**  
<https://www.advertentieX.nl/x-2029933-z>

## Inleiding

For a client in Zeeland, we are looking for a Work Activity Coördinator.

## 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

The Work Activity Coördinator ensures all work activities are carried out safely in an effective and efficient way. The WAC manages productivity of the team that performs the task and requires broadened technical skills in analytical/scientific methods or operational processes to perform a defined array of activities. The WAC may act as an informal resource for team members with less experience.

## Responsibilities / Duties

- Reviews job packages and prepares to do the task.
- Assists in allocation of resources for resource leveraging.

- Initiates the work permit procedure.
- Monitors the progress of the daily work to be done, makes adjustments to work schedules when necessary.
- Reviews work status and sets the priorities and originates work tasks schedules as required.
- Assigns work to the right person, who can do the job correctly.
- Monitors the progress of the work to be done.
- Provides feedback to the supervisor in the event the equipment is not repaired.
- Provides assistance on work tasks assigned.
- Confirms that all scheduled job sequences, work and paperwork for the job have all been completed.
- Closes the work order.
- Returns equipment to operations.
- Performs the role of shift procedure use focal point for maintenance activity.
- Major Priority Work, serves as a planner and follows the planner responsibilities.
- Coaches crafts persons when completed procedures/checklists/equipment repair forms are not filled out.

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- Conducts field audits to assure procedures are being used according to the local Maintenance Procedure Use Policy.

Functie-eisen

- Short-Cycle Tertiary Degree (i.e. Associate's Degree) plus maintenance, manufacturing or other related experience preferred. In lieu of degree, equivalent years of experience required.

Arbeidsvoorraarden

Excellent terms, see our website.

Sollicitatieprocedure

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