

## **Maintenance Engineer**

### **Roles & Responsibilities:**

- Maintain preventative and predictive maintenance program for the purpose of ensuring that all productive equipment and supportive equipment are maintained in a safe condition (TPM)
- Knowledge & experience of implementing & managing TPM
- Assess incidents and complaints for the purpose of resolving or recommending a resolution to the situation
- Collaborate with internal and external personnel for the purpose of implementing and/or maintaining services and maintenance programs
- Oversee all installations and commissioning of new machines and equipment.
- Inspect all aspects of new repair work, projects, equipment, work orders, daily maintenance, and supplies for the purpose of ensuring that jobs are completed efficiently, specifications are within regulatory requirements and inspection reports and payment requests are correct
- Recommend policies, procedures and/or actions for the purpose of providing direction for meeting the goals and objectives of the organization
- Monitor and control maintenance costs and maintain AMC (Annual Maintenance Contracts)
- Maintain asset register & depreciation, asses equipment end of life based on service cost
- Manage day to day work and make sure that goals are achieved
- Select the team and assist in preparing the Manpower Plan
- Meet the company and department KPI'S and objectives
- Support the line manager for any development in the department & company

### **Required Skills/Abilities:**

- 5 to 8 years of work experience in CNC machine shop environment and 3 years of work experience in similar position in Oil & Gas equipment manufacturing & services background.
- Bachelor's degree in Electrical/Electronics/Mechanical Engineering/Production or equivalent.
- Knowledge & experience of using CMMS & SAP
- Familiar with control systems FANUC/SEIMENS
- Excellent verbal and written communication skills.
- Ability to plan maintenance schedules for building systems.
- Strong analytical and problem-solving skills & Strong supervisory and leadership skills
- Knowledge of Arabic language is preferred

### **Work location:** Doha, Qatar

## **Sr. Design Engineer – Processing**

### **ROLES & RESPONSIBILITIES**

- Review Purchase Order and assure compliance to customer specification.
- Prepare clarification and deviation queries for customer review and approval.
- Plan project execution to meet company commitments and customer deliveries.
- Review layout drawings, raw material drawings, component drawings for manufacturing, assembly drawing, and any related drawing to support execution operations.
- Create and review Bill of Material (BOM) in accordance with customer specification and related standards.
- Ensure all documents are submitted to the ERP.
- Work with Senior Design engineers from R&D to ensure that the transition of products from prototype to a full production environment is made in a timely and efficient manner.
- Prepare design folders for internal and external projects.
- Provide Technical support for customer clarification and troubleshooting.
- Communicate with all levels of internal personnel as needed to get all information required to complete assigned tasks.
- Review and ensure Production packages consist of comprehensive and accurate components (i.e., Design, Plan, Design Input, Design Layout, Design Review Records, Procedures, Bill of Material (BOM) etc.)
- Ensure the Production Packages are updated with the necessary changes to any of its components in a timely manner for the ongoing projects
- Release Engineering Change Note (ECN) related to Production Package to the respective stakeholders.
- Prepare and review the installation procedure to facilitate a proper and successful installation operation in the field.
- Lead, assist and guide the team to accomplish the required jobs.
- Provide proper guidance and supervision to the team.
- Manage day to day work and make sure that goals are achieved.

### **QUALIFICATIONS & JOB SPECIFIC SKILLS**

- 7 to 10 years of work experience in related job or in similar position
- Bachelor's degree in Mechanical Engineering is preferred
- Strong background in 2D & 3D CAD and GD&T
- Experience in (API 6A).
- Sound experience in Wellhead equipment design is preferred.
- Experience in using SolidWorks and AutoCAD

**Work location:** Doha, Qatar

## **Sr. Design Engineer – Valves**

### **ROLES & RESPONSIBILITIES**

- Design & develop flow control equipment for surface wellheads (gate valves, chokes, actuators. trees, etc.) according to the customers and API requirements.
- Plan and manage the project execution to meet company commitments and customer deliveries.
- Create and review installation/ maintenance manuals, assembly/test procedures for the flow control equipment.
- Present recommendations/solutions concerning field issues, designs, material selections, and project related execution to upper management and the client.
- Evaluate and perform Engineering Change Note (ECN) related to the fit, form and function of flow control equipment
- Review design calculations, stack-up/tolerances and other technical studies as it pertains to the development of flow control equipment.
- Review and update Delta design standards for flow control equipment towards flow control equipment standardization.
- Approve and release layout drawings, raw material drawings, component drawings, assembly drawings, and associated documents to support execution operations.
- Review and release Bill Of Material (BOM) in accordance with customer specification and related standards.
- Perform design reviews to ensure compliance with customers and API requirements.
- Dispose Non-Conformance (NCR) related to the fit, form and function of the flow control equipment
- Work with cross-functional teams on business strategy and execution to obtain desired results efficiently
- Follow up on qualification/validation progress and review qualification/validation report to ensure compliance with customers and API PR2F requirements.
- Follow up on procured items (fittings, seals, etc.) related to on-hand projects to ensure it meets the schedule and the technical requirement.
- Arrange field visits when necessary to assist customer with functional related issues of flow control equipment.
- Review and ensure Design packages consist of comprehensive and accurate items (i.e. Component Drawings, Design Plan, Design Input, Layout Drawings, Test Procedure, Running Procedures, Design Verification, Design Validation, Design Practice etc.)
- Approve and update design packages and the associated documents.
- Ensure the Design Packages are updated with the necessary changes to any of its components in a timely manner for the ongoing projects
- Release Engineering Change Note (ECN) related to Design Package to the respective stakeholders.
- Lead, assist and guide the team to accomplish the required jobs
- Provide proper guidance and supervision to the team
- Manage day to day work and make sure that goals are achieved

### **QUALIFICATIONS & JOB SPECIFIC SKILLS**

- 7 - 10 years of experience in design and development of wellhead flow control equipment (API 6A).
- Bachelor's degree in Mechanical Engineering is preferred
- Strong background in 2D & 3D CAD and GD&T.
- Strong background in Valve & X-mas tree equipment design
- Experience in using SolidWorks and AutoCAD.
- Strong understanding and experience with design calculations (MathCAD experience is an advantage)

**Work location: Doha, Qatar**

	ISSUE DATE:	REVISION DATE:
	September, 2022	
<b>JOB DESCRIPTION</b>		
<b>OVERVIEW</b>		
<b>POSITION TITLE:</b>	Design Engineer - Valves	
<b>REPORTS TO:</b>	As per Structure	<b>REPORTEES:</b> <b>AS PER STRUCTURE</b>
<b>DIVISION:</b>	Delta	
<b>DEPARTMENT:</b>	Engineering	

### ROLE PURPOSE

Assist in designing API 6A gate valves, trees, chokes, actuators, and associated flow control equipment for surface wellheads based on client requirements and API standards, and create associated design packages, manuals, and procedures.

KEY RESPONSIBILITIES	
<b>Design &amp; Development</b>	<ul style="list-style-type: none"> <li>Assist in designing wellhead flow control equipment according to the customers and API requirements.</li> <li>Create installation and maintenance manuals and assembly and test procedures for the developed flow control equipment.</li> <li>Create Bill Of Materials (BOM) in accordance with customer specification and related standards.</li> <li>Work cross-functionally within the engineering structure to obtain desired results in an efficient timeline.</li> </ul>
<b>Design Review</b>	<ul style="list-style-type: none"> <li>Review layout drawings, raw material drawings, component drawings, assembly drawing, and any related drawing to support execution operations.</li> <li>Participate in design reviews to ensure compliance with customers and API requirements.</li> <li>Assist in reviewing validation reports to ensure compliance with customers and API requirements.</li> </ul>
<b>Design Package Preparation</b>	<ul style="list-style-type: none"> <li>Create design packages and the associated documents consisting of comprehensive and accurate items (i.e., Component Drawings, Design Plan, Design Input, Layout Drawings, Test Procedure, Running Procedures, Design Verification, Design Validation, Design Practice etc.)</li> <li>Ensure the Design Packages are updated with the necessary changes to any of its components in a timely manner for the ongoing projects</li> <li>Release Engineering Change Note (ECN) related to Design Package to the respective stakeholders.</li> </ul>
GENERIC RESPONSIBILITIES	
<b>Quality, Health, Safety, &amp; Environment (QHSE)</b>	<ul style="list-style-type: none"> <li>Adhere to all relevant QHSE procedures, instructions, and controls so that Delta provides a safe, world class, secure and environmentally responsible service to customers, the public and its own people</li> </ul>

<b>Policies, Systems, Processes &amp; Procedures</b>	<ul style="list-style-type: none"> <li>Follow all relevant departmental policies, processes and procedures so that work is carried out in a controlled and consistent manner while delivering a world-class service</li> </ul>
<b>Others</b>	<ul style="list-style-type: none"> <li>Coordinate with the upper management on work issues</li> <li>Send periodic reports as per management needs</li> <li>Attend the required meetings or workshops as per management request</li> <li>Perform other duties required by the management within the work scope</li> </ul>

<b>QUALIFICATIONS</b>	
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>3 - 5 years of experience in related job or similar position</li> <li>Experience in design and development of wellhead flow control equipment (API 6A) is preferred</li> </ul>
<b>EDUCATION AND CERTIFICATION</b>	<ul style="list-style-type: none"> <li>Bachelor's degree in Mechanical Engineering is preferred</li> </ul>
<b>JOB SPECIFIC SKILLS</b>	<ul style="list-style-type: none"> <li>Strong background in 2D &amp; 3D CAD and GD&amp;T.</li> <li>Sound background in valve and X-Mas tree equipment design is preferred.</li> <li>Experience in using SolidWorks and AutoCAD.</li> <li>Experience with design calculations (MathCAD experience is an advantage)</li> <li>Strong understanding of design calculations</li> </ul>

ISSUE DATE : <b>DECEMBER, 2022</b>	REVISION DATE:
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## JOB DESCRIPTION

### OVERVIEW

POSITION TITLE:	Machinist
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### ROLE PURPOSE

Responsible for operating machines and equipment to ensure smooth execution of Production activities as per Production Plan.

### KEY RESPONSIBILITIES

<b>Shop Floor Responsibilities</b>	<ul style="list-style-type: none"><li>• Prepare and load raw materials onto the machines.</li><li>• Document actions by completing production and quality logs.</li><li>• Perform inspection activities by using the right measuring instruments</li><li>• Maintain continuity among work shifts by documenting and communicating actions (shift handover / tool-box talk)</li><li>• Maintain safe operations by adhering to company policies &amp; safety procedures and regulations.</li><li>• Maintain equipment by completing preventive maintenance requirements.</li><li>• Plan machining by studying Work Orders, Blueprints, Materials and Fixtures.</li><li>• Set-up and install tools and attachments under Supervision.</li><li>• Conduct Manual programming and program editing.</li><li>• Support Senior Production Engineers with fixtures design and modifications</li><li>• Prove out machining of new components and send updated programs to applications engineer.</li><li>• Support training of new operators in conjunction with Application &amp; Production engineers.</li><li>• Support Section leader in production activities.</li><li>• Lead other operators during work shift and provide the required technical support.</li></ul>
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### GENERIC RESPONSIBILITIES

<b>Quality, Health, Safety, &amp; Environment (QHSE)</b>	<ul style="list-style-type: none"><li>• Adhere to all relevant QHSE procedures, instructions and controls so that Delta provides a safe, world class, secure and environmentally responsible service to customers, the public and its own people</li></ul>
<b>Policies, Systems, Processes &amp; Procedures</b>	<ul style="list-style-type: none"><li>• Follow all relevant departmental policies, processes and procedures so that work is carried out in a controlled and consistent manner while delivering a world-class service</li></ul>
<b>Others</b>	<ul style="list-style-type: none"><li>• Coordinate with the Section Leader on work issues</li><li>• Attend the required meetings or workshops as per management request</li><li>• Perform other duties required by the management within the work scope</li></ul>

### QUALIFICATIONS

<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• 3 to 5 years of work experience in manufacturing environment and 2 years of work experience in similar position</li> </ul>
<b>EDUCATION AND CERTIFICATION</b>	<ul style="list-style-type: none"> <li>• ITI/Technical Diploma in Mechanical Engineering/Production or in any related discipline</li> </ul>
<b>JOB SPECIFIC SKILLS</b>	<ul style="list-style-type: none"> <li>• Knowledge of Arabic language is preferred</li> </ul>

## Application Engineer

### **ROLE & RESPONSIBILITIES:**

#### **Process Design:**

- Prepare NC programs, routings, process design and select the necessary tools in cooperation with the Tooling Engineer as assigned by the Manufacturing Engineer
- Take into consideration optimization for production cost, setup time, cycle time, tool life, capacity constrain and human effort.
- Ensure that manufacturing process design meets product design & manufacturing acceptance criteria.
- Summarize & document manufacturing process designing process.
- Designing fixtures and programming for Turning & Milling machines using cam and macro language.

#### **Process Validation & Continuous Improvement:**

- Validate manufacturing process design in coordination with Machine Shop – Job Setters/ Tooling Engineer
- Responsible for machining the first piece of the new process according to quality and design standards.
- Administer review & approval of manufacturing process design output documentation/results.
- Train Machine Shop Job Setter & Operator for validated manufacturing process design
- Assist in trouble shooting production issue in regards production setup/output and coordinate with Head of Department in analyzing & recommending products for manufacturing process change due to tool performance, process inconsistency & product non-conformance, productivity & cost improvement.

### **QUALIFICATIONS & JOB SPECIFIC SKILLS:**

- 5 to 8 years of related work experience with 2 years in similar position
- Bachelor's degree in mechanical engineering or equivalent or Technical Diploma/Certificate.
- Experience working in Oil & Gas equipment Manufacturing company(API 6A)
- Good Command in English Language (Verbal / Written)
- Proficient with Microsoft Office Suite
- Proficient in using Delcam, Feature CAM, solid works software.
- Experience in ERP software. SAP is preferred.

**Job Location:** Doha, Qatar