

Regional Quality Specialist – London

Introduction

Sumitomo Corporation Europe Ltd is a subsidiary of Sumitomo Corporation, a world leader in integrated trading and investment. We have access to a global network of more than 75,000 people across 66 countries. We take great pride in our technical know-how and operational ability, which is combined with a drive to keep customer service at the heart of what we do. To achieve this, we recruit high calibre individuals, we invest in their training, and give them accountability and responsibility as soon as they are ready. Find out more: www.sumitomocorp.com/en/jp/about.

Role

We are seeking to recruit a Regional Quality Specialist on a permanent basis in our London office. This role will be responsible for the day-to-day support of the Quality program in SCEU Steel Unit business and operations in adherence with ISO:9001. Activities include but not limited to supporting Supply Chain Management, OCTG and Energy Transition Projects operations. Responsible for the European reporting of all Quality requirements to Regional and Global Quality Managers.

Scope

The role supports the Regional and Global Quality strategy in all SCEU Steel Business Unit activities in Europe with offices / facilities / operations in the UK, Azerbaijan, Norway or otherwise directed.

- Supports day-to-day Quality activity within the SCEU Steel BU
- Work with SCEU Steel Regional Quality Manager, SCEU Management, Global Quality organisation, Customers, Contractors, and Suppliers to meet our SCETS Quality Policy objectives and customer Quality requirements.
- Look to deliver continual improvement in relation to SCEU Steel BU performance.
- Assurance:
 - Perform audits to measure the level of quality and compliance within the BU
 - Perform or facilitate audits and inspections as per audit and monitoring plan
 - Provide input to quality management system reviews
- Non-Conformances Management:
 - Ensure Non-conformances and observations are recorded & reported.
 - Review NCR reports to ensure suitable basic and root causes have been identified and appropriate corrective and preventative actions identified
 - Facilitates & participates in NCR investigations.
 - Ensure lessons learned from incidents are taken into account across the Steel BU
- Training & Coaching
 - Ensures that the company quality expectations are communicated to the workforce.
 - Provides training sessions as per Training Plan & Competency development requirements.
 - Educates workforce on Lessons Learnt from previous & industry findings.
- Risk and Opportunity Assessment
 - Assists teams in identifying/assessing risks, and identifying relevant controls to manage and reduce these risks to ALARP

- Documentation
 - Ensure all quality documentation and records are issued and maintained in line with specified company documentation requirements
 - Ensuring that regional procedures and processes are developed and maintained, i.e. process maps and work instructions.
 - Support the development of Project Quality Plans
- Customer / Contractor / Supplier Management
 - Ensure Suppliers and Subcontractors are identified, evaluated/re-evaluated in line with SCTES/SCEU requirements
 - Ensure our Assessed Supplier List is maintained
 - Ensure our Contractor/Supplier Management standard is implemented
 - Supporting SCETS/SCEU Quality approach to our customers, including preparation and delivery of presentations in customer meetings
 - Ensure customer feedback is recorded and actions taken where deemed necessary
- Management Review
 - Ensure relevant and necessary inputs are available e.g., KPI's, NCR & Observations, auditing, inspections, and monitoring trends etc.
- Inventory Counts
 - Participation in inventory cycle counts with particular emphasis on ensuring that Yard standards are maintained in accordance with the defined SCETS standards
- Tenders
 - Provide Quality support in relation to business tenders, including the provision of responses to tenders, Quality questionnaires and supporting evidence.
- Reporting
 - Preparation and contribution to monthly quality monthly report/ Management review and global quality meetings.
- Provide miscellaneous Quality support at the request of the Regional Quality Manager.
- Travel is required for this role, both domestic and international.

Qualifications/Skills/Personal Qualities

Education:

Educated with the following professional qualifications:

- University or Higher Schools with focus on Quality.
- QMS Internal Auditor
- QMS Lead Auditor (desirable but not essential, however will be required to gain this qualification following hire)
- Spec API Q1. (Desirable but not essential, however will be required to gain this qualification following hire)

Personal qualities/Attributes:

- Professional and meticulous
- Self-motivated – improvement oriented
- Organised and analytical
- Ability to influence without authority
- Flexible, adaptable, creative and patient
- Assertive through logical persuasion

- Trustworthy, loyal and discreet

Skills:

- Capable of communicating across all levels of the organisation and achieving consensus both internally and regionally
- Presentation skills- internally for employees and management and externally for customers and third parties
- Expert knowledge of complex processes and IT systems
- Planning, conducting and closing out of internal, external and 3rd Party audits.
- Presenting complex procedures and processes.
- Problem solving based on multiple inputs and adapting to changing business needs.
- Non-Conformance reporting, investigation and Corrective/Preventative Action implementation and verification of effectiveness.
- Promoting continuous improvement and encouraging creativity.
- Identifying best practice and sharing of lessons learned.
- Experience in developing and presenting training material.
- Proficient oral and written English. Any additional language is a bonus but not essential.

Experience

Related Experience:

- Minimum of 1-3 years of experience in a Supply Chain Management, manufacturing or process industry, preferably within the oil and gas sector
- Experience in maintaining a Quality, Management Systems, ISO 9001:2015 standard
- Knowledge of applicable regulatory requirements
- Experience in Quality Management System Auditing, internal, external and 3rd party

Essential Experience:

- Expertise/ knowledge of Quality Assurance Standards, Systems and Procedures
- Expertise/ capability in conducting audits, both internal, external and 3rd Party
- Expertise/ have contributed in developing/design/author functional procedures, process, work instructions, process maps and template documents.
- Experience in supplier evaluation in related to Quality Management Systems
- Experience in developing and presenting training material on various roles and processes
- Experience in being the organisation's Quality face in client meetings
- Experience in working with a large range of clients in different locations and understanding complex issues that may arise as result of different country requirements.

Preferred Experience:

- Technical knowledge of Tubular products, premium connections and material selection.
- Experience of working in the Oil & Gas industry in a Quality capacity
- Experience in international logistics with focus on Marine and Trucking standards.
- Experience within a multicultural business environment.
- Experience in using Document Management Systems & MS Office (MS Teams, Visio, etc).
- Experience of project management.

What We Offer

Company benefits include group pension scheme, private health insurance and free leisure centre/gym membership to name but a few.

To Apply

Please complete the Candidate Application Form (found on the vacancies page www.sumitomocorp.com/en/europe/sceu/career/current-vacancies) and send the form along with your CV to recruitment.sceu@sumitomocorp.com.