

Yard Operations Controller – Aberdeen

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

This role will be responsible for overall aspects of inventory management and control, including adherence to QHSE standards, operations support & performance management of sub contract services.

This role will report into the Commercial Manager.

Scope

- Ensure Sumitomo's adherence to all applicable Health, Safety and Environmental regulations and have the ability to identify and report potential HSE issues.
- Act as the interface between the customer's drilling/completions demands and yard operation teams to physically coordinate the allocation and movements of material through the required service operations.
- Maintain inventory accuracy through timely processing of inventory transactions. Responsible for the physical accuracy of inventory records as held in iTIMS (physical count must match iTIMS stock records at all times).
- Supervision of OCTG material movement operations across projects including:
 - Purchase Order material receiving.
 - Rig preparation of OCTG items and coordination of outbound shipments.
 - Rig return processing.
 - Optimisation of Aberdeen inventory levels.
 - Miscellaneous material movements processing.
 - Project process improvement initiatives.
- Interface with third party contractors to ensure satisfactory contractual performance.
- Attend internal and external planning meetings as required to perform job responsibilities.
- Represent the company at customer "rig calls" and provide delivery progress information.
- Prepare and submit required management reports.
- Performance reporting against agreed yard KPI's.
- To take part in scheduled training courses and on the job training in the ongoing pursuit of personal and professional development.

Qualifications/Skills/Personal Qualities

- Experience of the OCTG product range and materials is preferable.
- Thorough understanding of inventory management processes.
- Strong administration skills with attention to detail.
- iTIMS training and practical application of processes. Candidate should be computer literate and able to perform all inventory related transactions included but not limited to receipts, releases, routing plans, transfers and inter yard movements.
- Excellent communication and interpersonal skills required.
- Experience preparing and submitting management reports, managing to KPI's.

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.