

POSITION DESCRIPTION

1. THE POSITION	
Position	Operations Manager
Competency	Leadership Team
Function	Operations
Division	Operations
Position Summary	<p>The Operations Manager is a core member of the Extended Leadership Team (ELT) and is responsible for leading and developing the Operations team and managing all operational activities associated with the safe and efficient running of the Dragon LNG terminal.</p> <p>The role holder is accountable for developing, implementing and delivering on operational strategy, ensuring compliance with all legislative, industry and site regulations.</p> <p>The Operations Manager is responsible for managing process, planning, control and performance improvement of terminal operations and contributing to the success of the organisation through achieving company objectives – safe, reliable, competitive, agile.</p> <p>The Operations Manager will work cohesively with the Engineering Manager and Maintenance Manager to ensure inter-departmental ways of working are developed and maintained.</p>
Organisational Structure	<p>This position reports to the Managing Director and is part of the Extended Leadership Team.</p> <p>Operations Shift Supervisors and Marine and Security Manager are direct reports to this role.</p>

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<p>Key Accountabilities</p>	<ul style="list-style-type: none"> • Ensure the safe, reliable and efficient operation of the LNG import, storage and re-gasification terminal. • Ensure compliance with all relevant legislation, codes, standards and company policy/procedures/work instructions. • Maintain operational integrity and operational safety standards at all times by operating within known safe and optimal limits without compromising integrity or reliability. • Close liaison with Engineering Manager and Maintenance Manager to identify plant improvements and facilitate in the design of modifications to improve cost, availability and reliability of facilities. • Close liaison with Senior Management Team to provide strategic and tactical Technical support for all Projects identified in the Project Funnel • Consistent application of policy throughout the operations team, including manning, fatigue management and overtime. • Consistently demonstrate model leadership behaviours in line with company values. • Develop a highly multi-skilled and motivated team through mentoring, coaching, training and effective communication. • Budget holder for operations. Monitor and control OPEX and CAPEX expenditure. • Ensure all mandatory training is completed within the operations team, including CAMS (Competency Assurance Management System). • Build effective professional relationships across DLNG organisation and with all operational business partners. • Owner of Assurance Plan and Risk Scorecard for Operations function. • Support the development and maintenance of an Asset Reference Plan to understand future opportunities for DLNG in the evolving energy sector • Champion Continuous Improvement within the Operations team ensuring we benefit from learning opportunities, allocating resources to manage key Workstreams • Core member of the crisis management team for the site with rotating responsibility for crisis management situations.
<p>Change Authority</p>	<ul style="list-style-type: none"> • Develop, implement and maintain operational management systems, processes and procedures. • Core member of ELT with leadership responsibility for the Operations organisation. • Contributes to functional reviews. • Undertakes audits, incident investigations and review of working practices. • Approval of Management of Change (MOC) • Stop work authority for any activity deemed unsafe.
<p>Authority / Influences over Resources</p>	<ul style="list-style-type: none"> • Leadership responsibility for operations team. • Development of operational budget, implementation, monitoring and control of budget. • Management of people development and competence compliance.

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Internal / External Interaction	<ul style="list-style-type: none"> • Interaction with all DLNG internal departments including multi-disciplinary interaction with engineering and maintenance teams. • Interaction with site business partners. Operations team have responsibility for Safe Systems of Work and issuing / approving permit to work for all site activities and must have effective working relationships with contractors on site. • Interaction with relevant regulatory bodies, members of the press and public in the event of a crisis situation. • Interaction with relevant external bodies, sharing best practices and engaging in benchmarking exercises
2. PERSON SPECIFICATION	
Experience Needed	<ul style="list-style-type: none"> • Operations management or leadership in Oil & Gas, Petrochemicals or LNG Industry. • Plant operations of COMAH installations including the application of relevant UK, international legislation or codes of practice. • Marine operations and shipping including unloading / unloading. • Crisis and emergency response • Leadership and people management.
Knowledge, Skills, Attributes and Qualifications	<ul style="list-style-type: none"> • Degree level education or equivalent • NEBOSH qualification in health and safety or equivalent. • Understanding of the Health and Safety, Environmental and Quality standards that are applied with a top tier COMAH installation. • Demonstrable leadership skills. • Excellent interpersonal skills and ability to develop professional relationships at all levels. • Exceptional communications skills (written and verbal). • Proficient user of IT including high level skills in Microsoft Office. • Ability to effectively collate, analyse and utilise data. • Results orientated, with a commitment to quality and timely delivery. • Demonstrate a strong commercial mindset and awareness. • Ability to effectively collaborate in a cross functional environment. • Ability to lead, motivate and inspire a team. • Decision making capabilities.
Special Features	<p>Dragon LNG terminal operates 24 hours per day, 365 days per year. The operations team maintain shift working patterns. The role holder will be expected on an ad hoc basis to amend their working pattern temporarily to attend site to support the team.</p> <p>The role holder will also be part of the on-call duty roster and will work on a call out basis whilst on rota.</p>

As a DLNG employee you are required to comply with all DLNG policies and procedures.

I have received, reviewed and fully understand the contents contained within the job description	
Employee Signature:	Date:
Line Manager Signature:	Date: