



CIC Environmental Services Sdn Bhd (CIC) is a leading professional oil and gas and industrial waste management company listed under the Ministry of Development and Department of Environment, Parks and Recreation (JASTRe)

We have the following vacancy within our Waste Oil Treatment Centre at Kuala Belait.

- **Facilities Supervisor (1 Position)**
- **Mechanical Technician (1 Position)**
- **Project HSE Coordinator (1 Position)**

Detailed information regarding the position can be found at www.cicgrp.com

Application open for Bruneian Nationality and Permanent resident only.

Interested applicants can email their CV with recent passport size photograph to hrd@cicgrp.com. Please state clearly in the email subject the position apply for.

Closing date **24th March 2019**



CIC Environmental Services Sdn Bhd is an established local company specializing in oily and hazardous waste management as well as waste water treatment.

Position: Facilities Supervisor

Vacancy: 1 Position

Minimum Requirements:

- Degree in Mechanical Engineering.
- 8 years experience installation, troubleshooting, repairs and maintenance of electrical lighting equipment and control.
- Completion of technical training college (3 years) City & Guild (London) 823/803 or BTec.
- Undertake the routine/preventive, corrective maintenance and testing of a electrical equipment and system, in accordance with company safety procedures and standard. Able to produce/review and update the procedures.
- Knowledge of schematics and electrical diagrams.
- Good fluent in English and Bahasa Melayu

Job & Responsibilities:

- Carry out routine//preventive and corrective maintenance including overhaul work/troubleshoot faulty of a wide variety rotating equipment as instructed, and keep eyes and ears peeled for anything unusual, and accordance with the schedules and work priority.
- Issue comprehensive daily activity reports outlining the cause of fault, the nature of the work and materials, labor and time taken to complete the task.
- Responsible for the servicing of equipment including dismantling, repairing and assembling.
- To identify issues and make corrective measures to fix problems and solve it out with parts/components.
- Maintain maintenance standard operating procedure for all the equipment.
- Liaise with maintenance/electrical and operation supervisor to obtain authority to re-energize once work is complete.
- Ensuring the safe, effective and efficient performance of maintenance and operation activities in accordance with Company standards and regulatory guidelines.

Position: Mechanical Technician

Vacancy: 1 Position

Minimum Requirements:

- ND/HND in Mechanical Engineering
- 3 to 5 years experience installation, troubleshooting, repairs and maintenance of rotating and static equipment.
- Undertake the routine/preventive, corrective maintenance and inspection of a variety equipment and system, in accordance with company safety procedures and standard.
- Servicing of rotating equipment including overhaul, dismantling, repairing and assembling.
- Good fluent in English and Bahasa Melayu

Job & Responsibilities:

- Carry out routine//preventive and corrective maintenance including overhaul work/troubleshoot faulty of a wide variety rotating equipment as instructed, and keep eyes and ears peeled for anything unusual, and accordance with the schedules and work priority.
- Issue comprehensive daily activity reports outlining the cause of fault, the nature of the work and materials, labor and time taken to complete the task.
- Responsible for the servicing of equipment including dismantling, repairing and assembling.
- To identify issues and make corrective measures to fix problems and solve it out with parts/components.
- Maintain maintenance standard operating procedure for all the equipment.
- Liaise with maintenance/electrical and operation supervisor to obtain authority to re-energize once work is complete.
- Ensuring the safe, effective and efficient performance of maintenance and operation activities in accordance with Company standards and regulatory guidelines.

Position: Project HSSE Coordinator

Vacancy: 1 Position

Minimum Requirements:

- Project Management under HSE capacity
- ISO 45001 and ISO 14001 experience and knowledge.
- *NEBOSH General Certificates, Degree in HSSE Related fields*
- Minimum 3 years experience in HSSE related field and Project Implementation (preferably oil and gas company)

Job & Responsibilities:

- To report directly to Senior HSE or QHSSE HOD
- Monitor and control all HSE matters related with project team members and contractors in ensuring that the Project is in compliance with the project requirement i.e. specification, safety code and other policies/guidelines related to the project
- Responsible for the health, safety, environment, security & emergency throughout the project duration to achieve safe project completion. The requirement in each Project phase is listed, but not limited to, as follows:
 - Project document preparation: Prepare and verify HSE requirement in TK 170 package.
 - Engineering Phase: Review, check and verify engineering deliverables related to HSE aspects.
 - Site Preparation Phase: Manage and control safety execution of the preparation activities by CIC staff and contractor and verify the works and work procedure meet relevant HSE requirement and guideline from clients.
 - Steaming/ Tank Cleaning Phase: Manage and control safety execution of the activities by each contractor and verify the works and procedure meet relevant HSE requirement and guideline. Check and monitor the activities to prevent and avoid environmental impact.
- Ensure that Project is executed in compliance with HSE Management Plan, HSE Management Procedure, Environmental Management Procedure, Potential Risk Register, Potential Risk Mitigation Plan, HSE Audit Plan/Procedure and any other HSE related documents
- Participate in HSE Risk Assessment and hold relevant meeting, workshop internally and with related 3rd parties
- Monitor and update the HSE risks register and ensure all mitigation plans are strictly adhere to throughout the project execution.
- Enforce and audit activities to ensure it meets CIC SOP and other HSE guideline. Prepare and manage required documents for related internal/external audit, and process it.
- Participates as required in the investigation of accident, near-misses and hazardous conditions. Prepare reports and recommend actions to prevent recurrence.
- Any other ad-hoc duties as assigned

Preference will be given to Brunei Citizens and Permanent Residents. Interested applicants, please submit a full resume with recent photograph and expected salary to the following address:

The Manager
P.O Box 331,
Kuala Belait KA1531,
Brunei Darussalam

Or email to : hrd@cicgrp.com

Applications should reach us latest by **24th March 2019**