



PT. Inspektindo Sinergi Persada

EMPLOYEE REQUISITION **ER.2212.005**

JOB TITLE (Title of employee will use on the job)

HSE Officer Project

Date	: 12/12/2022	Amount of People	: 1
Department	: QHSE	Requestor	: GRATCIA NATANAEL
Project	: ISPLTP-LFTG-210001		SIMANJUNTAK
Reference No		Job Title	: ASSISTANT MANAGER PROJECT
Customer	: SCHLUMBERGER GEOPHYSICS NUSANTARA, PT.		




Budget	JUSTIFICATION (Optional-State Any Additional Facts in Support of Requisition)
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Budgeted Replacement From : Andreas WM	To cover HSE implementation on SLB site CIB and other ISP dan RP project in Jakarta area
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KEY JOB DUTIES & RESPONSIBILITIES	REQUIREMENT & QUALIFICATION (Skill, Experience and Educational Background)
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<p>Lead daily toolbox talk to all employees on site</p> <p>Perform daily inspection</p> <p>Perform HSE weekly talk to all employees on site</p> <p>Perform internal training on site related with HSE</p> <p>Conduct supervision on work activities to ensure compliance with procedure and standard</p> <p>Perform regular audit to comply with regulation or standard requirements</p> <p>Report daily activities and monthly HSE Performance to head office</p> <p>Liaise with client's HSE representative to comply with client's requirements</p> <p>Perform other HSE aspect activities as commanded/instructed by head office for other site/project in Jabodetabek area</p>	<p>Minimum D4/S1 in Health and Safety (technical background is preferred)</p> <p>Minimum experience 2 years on the same field in oil and gas industry</p> <p>Certified AK3 Umum (minimum), or AK3 Migas (preferred)</p> <p>Strong leadership in HSE aspects</p> <p>Strong knowledge in risk assessment, accident and incident prevention</p> <p>Good knowledge in OHSAS 18001, ISO 45001, or ISO 14001</p> <p>Good knowledge in CHSEMS/CSMS implementation</p> <p>Lead auditor OHSAS/ISO is a benefit</p> <p>Able to use laptop/computer including Office software</p>
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SIGNATURE APPROVAL

<p>Department Manager : _____</p> <p>Date : _____</p>	<p style="text-align: center;"></p> <p>Human Resources : SRI UTAMI NINGSIH</p> <p>Date : 13/12/2022 08:57:09</p>
<p style="text-align: center;"></p> <p>Director : ESRA M SIAHAAN</p> <p>Date : 16/12/2022 13:43:37</p>	<p style="text-align: center;"></p> <p>Commissioner : JANNES SIBUEA</p> <p>Date : 02/01/2023 10:26:13</p>

ISP-F01-HRD-01