



## INTERNATIONAL ENERGY SERVICES LIMITED

**JOB TITLE:** Principal CAD Designer

**JOB LOCATION:** Bonny Island

### **JOB PURPOSE/OBJECTIVE**

- Manages the activities of TEA Drawing Office; including update of 2D/3D models for PDRs & SECs. Ensure that all field verification works are carried out in a safe and efficient way
- Manages the outputs of the various disciplines to ensure compliance to NLNG Asset Information Management procedures, standards and formats.

### **DUTIES & RESPONSIBILITIES**

- Plan the implementation and close out of:
  - As built redlined PDR and SEC
  - Upgrading of documents,
  - Drafting / design request from NLNG departments and sections.
  - Supervises in the conversion to native files of NLNG Documents types and incorporate plant change information resulting from project activities using AutoCAD, MicroStation, GTXRaster CAD and Microsoft Office software,
- Produce technical drawings and documentation on AutoCAD to support NLNG activities as required from projects and discipline in accordance with NLNG Asset Information Management procedures and applicable standards.
- Coordinate in the preparation of technical designs for the draft works assigned to the drawing office.
- Review drawings to ensure alignment with NLNG's approved procedures, standards, templates and formats.
- Initiate improvements on NLNG CAD activities.
- Incorporate as-built information on assigned drawings and related drawings in a controlled manner and upload into NLNG EDMS within the specified duration.
- Maintain proper electronic filing system including revision control for all documents and drawings in hand.
- Transfer non-standard file formats into the standardized formats ensuring uniform and complete information
- Manage the filing system for all CADed drawings on NLNG livelink in accordance to the file naming convention
- Collate all reports from various disciplines for tasks assigned to the drawing office in an accurate and timely fashion.
- Keep abreast changes to procedures, work instructions and control systems related to the function of drawing office and cascade to direct reports
- Carry out all other activities assigned by Supervisor and Line Head

### **JOB REQUIREMENTS**

#### **Education**

HND/B.Sc. or its equivalent in the relevant Engineering discipline is required for the job

#### **Experience**

- 12 years post graduate experience in the field of CAD and Design works, with a minimum of 6 years experienced on a similar position in the oil and gas sector.
- Experience shall also include computer use of Microsoft Office as well as CAD specific software (AutoCAD, GTXRaster CAD, MicroStation, etc).