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Our commitment to building a stronger, safer, reliable and more sustainable energy future goes hand in hand with our commitment to the people who will make it possible.



Job Title **Tech Service Project Coordinator**

Location	Hunmanby, Grimsby, Hybrid
Contract	Permanent
Responsible to	Tech Services Department Manager
Core Purpose	<ul style="list-style-type: none">Acting as a focal point for the WTG Service Technician department to deliver manpower supply and packaged projects to our clients. Managing of technicians with responsibility for design and implementation of technical solutions for the safe and quality delivery of offshore WTG works.
Key responsibilities and accountabilities:	<ul style="list-style-type: none">Responsible for safe implementation of company policies and procedures various offshore wind projects, globally.Assisting the department manager in planning, mobilising, executing, and demobilising of offshore projects.The Project Coordinator will maintain team performance in line with industry, client, project, and company requirements. Supporting clients with supply of technical (blue collar) technicians in line with OEG / Client competency matrices and performance monitoring such as but not limited to 121's / performance management etc.The Project Coordinator will use company software to monitor and track company assets deployed on project to ensure they are replaced in time to prevent relevant certification dates lapsing.The Project Coordinator will be responsible for teams of technicians in all aspects of the project execution in line with client work scope.The role requires the Project Coordinator to assist in the design and implementation of company and project policies and procedures acting as the client liaison taking part in project mobilisation, regular progress updates and demobilisation. Taking an active role in production of departmental procedures and documentation in line with company document control system.The regular review and updating of documents mentioned above to capture lessons learnt and implement solutions within good time.

QHSE Responsibilities	<p>To have a general understanding of the areas of our QHSE Management System and OEG's QHSE aims and objectives that are relevant to the role.</p> <p>Comply with the requirements of OEG Energy Group Policies and the responsibilities within the wider QHSE Management System.</p> <p>Promoting:</p> <ul style="list-style-type: none"> • a proactive health and safety culture focussed on the prevention of work-related injury or ill health and continual improvement in our processes / performance. • environmental sustainability and energy efficiency whilst minimising our environmental impacts and preventing pollution. • a quality culture that brings values to our business, our customers and other interested parties ensuring quality issues and opportunities for improvement are identified and implemented.
Skills and Experience:	<ul style="list-style-type: none"> • Good planner and able to assess own performance. • Be able to think clearly and analytically. • Excellent interpersonal and communication skills • Self-motivated. • Results-orientated - Positive outlook. • Be able to gather unbiased information. • Scheduling of own work / tasks using MS Teams / MS Planner. • Computer Literacy Skills. • Knowledge of the offshore wind industry such as upcoming key projects. • Basic understanding of Marine operations within the offshore wind industry. • Knowledge of UK legislation related to WTG operations such as but not limited to LOLER, PUWER & WAH etc. • Knowledge of offshore working practices. • Suitable technical expertise / understanding to deliver varied work scopes.
Qualifications:	<ul style="list-style-type: none"> • A full UK drivers' license. • Mechanical Qualification – HNC or similar – Desirable. • Electrical Qualification – HNC or similar – Desirable. • IOSH or similar.



Why should you work with us?

At OEG, we place a high priority on the well-being and success of our employees. That's why we provide comprehensive benefits packages, which include competitive salaries and health insurance coverage. Additionally, we offer employer workplace pension contributions and ongoing training and development opportunities to support your professional growth.

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This role is perfect for a passionate individual looking for a challenging yet rewarding career path in the offshore energy sector. If you are eager to contribute to our mission and possess the skills we're looking for, we would love to hear from you.

How to apply

To apply for this open vacancy, then please email us your cover letter and c.v. to recruitment@oeg.group
