

Join PTAS Aker Solutions

PTAS Aker Solutions is a joint venture between PTAS and Aker Solutions. The company is locally managed with the full support of Aker Solutions' international expertise, processes and technology. The company has a strong focus on safe execution, efficient work processes, maximizing the use of new digital technologies, continuous improvements, and ensuring development of employee competencies through training and upskilling of locals.

HSSE Coordinator

Position Summary

- Assisting in the administration and further development of HSSE policy, Manuals, Standards, Procedures, and Safe Work Practices.
- Resolve administrative problems by coordinating the preparation of monthly reports, committee meetings, analyzing data, and identifying solutions.
- Creates and revises record-keeping systems, forms control, and personnel requirements, implementing changes.
- Conduct HSSE training (i.e. Office induction & H2S) to PA employees and 3rd Party Vendor.
- Supporting implementation plus documentation for the ORMC HSSE Plan & associated activities.
- Participate as required in the investigation of accidents, near-misses, and hazardous conditions. Prepare reports and recommend actions to prevent a recurrence.
- Inspecting and evaluating workplace environments, equipment, and practices, in order to ensure compliance with safety standards and government regulations.

Requirement & Experience

- Bruneian citizens and permanent residents will be given first consideration for employment.
- 1-4 years experience within an HSSE administrative role.
- 2 years experience within an HSSE related role.