

# Job Description

West White Rose CGS Project



SINC-LAVALIN DRAGADOS PENNECON

<b>Name:</b>	WEIGHT CONTROL COORDINATOR
<b>Department:</b>	CONSTRUCTION
<b>Reports To:</b>	PLANNING/CONSTRUCTION MANAGER

## RESPONSIBILITIES

The Weight Control Coordinator (WCC) will:

- Ensure that all permanent materials incorporated into the CGS are documented and recorded.
- Responsible for determining the weight of the CGS during design and construction.
- Review periodic weight reports, interrogate details to find missing or double counted items.
- Adhere to project weight control procedures.
- Ensure all certified backup are available for reference to the final weight reporting documentation.
- Develop a monthly weight summery report.

## MAIN TASKS AND DELIVERABLES

- Ensure all weight control activities are defined.
- Review and agree with weight estimation and measurement procedures, both on site and from suppliers.
- Proactively manage suppliers and fabricators to ensure all weight information necessary is provided with shipments.
- Attend and monitor contractor and supplier weighting activities during fabrication and integration.
- Highlight to all team members the importance of weight control, transparency and traceability.
- Produce a monthly project weight summary report, identifying trends and changes, with recommendations to management of where actions where may be needed.
- Carry out regular audits of the subcontractors and suppliers weight management processes.
- Interface with project technical manager and project team, collecting data transmitted by disciplines of dry, lift and operating weights of each single weight element.
- Perform back-up of input data to guarantee traceability of the data for the whole duration of the project.
- Identify and monitor weight implication due to design changes.
- Provide an accurate analysis and evaluate on any weight deviation or CoG variation and their effect on the limits set by the project and proposes, when necessary provide corrective actions.

## QUALIFICATIONS

- Engineering Degree / Engineering technology.
- 5 years' experience working with Civil and MMO scopes of work.
- Must have thorough knowledge of engineering practices and economic principles, calculation methods, design details, international codes and standards, procedures, and specifications.
- Exceptional analytical, problem solving, planning, and organizing abilities.
- Strong interpersonal skills combined with a positive, team-oriented attitude.
- Excellent communication and reporting skills.

# Job Description

West White Rose CGS Project



**NOTE:** This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.