

Concept Engineer

Nostrum Oil & Gas / Zhaikmunai LLP, part of Nostrum Oil & Gas, an independent multi-field oil and gas company engaging in the production, development and exploration of oil and gas in the pre-Caspian Basin, is looking for a **Concept Engineer**.

KEY RESPONSIBILITIES

- Organization and control collection and analyzing of information on the company's fields to upgrade the original ground infrastructure schemes
- Organizing conceptual engineering works for ground infrastructure of gas and natural gas liquid production, oil and associated petroleum gas for preparation and processing facilities, preparation of decision package
- Supervise contractors during conceptual engineering works
- Control fulfilment of conceptual engineering plans and schedules. Organize preparation of requirement specifications for design works, monitor preparation of design and estimate documentation for compliance with the concept of ground infrastructure development of gas and natural liquid gas production and processing facilities
- Monitor compliance of design with the requirement specifications, technical requirements, basic data for design and construction projects, the content and quality of the design and estimate documentation in the functional area
- Organize planning for ground infrastructure development in accordance with the target volumes of oil and gas production
- Prepare project status materials for management meetings
- Participate in the preparation of investment projects, evaluation and analysis of operating and capital expenditures on prospective plans for production and drilling
- Oversee complete, comprehensive and timely preparation of contract documentation drafts in the functional area, as well as proper execution of the concluded contacts
- Ensure that design and estimation documentation for ground infrastructure is consistent with the approved concept of ground infrastructure development
- Arrange preparation of requirement specification for design and estimation documentation for field development
- Monitor requirements in equipment not included into estimation for construction, in accordance with the long-term oil and gas production plan
- Organize implementation and support of the integrated control system for monitoring of the time and cost of realization of capital construction, and form actual/forecast budget performance reports in relation to capital construction
- Collect and update database of unit prices and integrated cost indexed for major capital construction objects
- Create a basic plan of capital expenditures (Capex) to the end of the project
- Make schedule updates on the actual cost of the works performed in prior periods
- Create a draft Capex plan until the end of the project, taking into account the performance of the previous periods
- Analyze the plan for compliance with the approved (basic) plan
- Arrange budget performance reporting on the capital construction per project
- Organize work to identify actual or potential capital construction cost deviations

QUALIFICATION, EXPERIENCE, REQUIREMENTS

- Master's degree in Petroleum Engineering/Construction/Conceptual engineering
- 5+ years of professional experience in a similar role
- Fluency in spoken and written Russian and English
- Confident computer skills, experience in using standard and specialized software required for work
- Knowledge of relevant laws and regulations required for the job duties fulfilment

EMPLOYMENT TERMS

- Starting date: ASAP (July - August)
- Duration: permanent
- Working schedule: 4 weeks on / 1 week off, relocation to Uralsk as an option (5/2 - days)
- Location: Uralsk

Please apply via Employment page at <http://nostrumoilandgas.com>