

## SENIOR CONTRACT ENGINEER Jobs In Ajman | Eni International Resources Ltd

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SENIOR CONTRACT ENGINEER Jobs In Ajman | Eni International Resources Ltd

SENIOR CONTRACT ENGINEER(IRC223508) Open date-closing date: 16/06/2023-

14/09/2023Near East-United Arab Emirates-ABU DHABI-AE-ABU DHABI Professional

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IRC223508 – SENIOR CONTRACT ENGINEER

AtEni, we are looking for aSenior Contract Engineer withinEni Abu Dhabi B.V.inAbu Dhabi, United Arab Emirates. You will be responsible forprocessing requisitions for work, materials and services meeting delivery, cost, quantity, and quality requirements all in accordance with Project Procurement policies and procedures. Drafting and reviewing Contract Strategies, Final Tender Reports and Contract Award Memorandum

As a member of theContracts & Procurement DepartmentatEni Abu Dhabi B.V.you will be responsible for:Reference is made to the Annex G of the MSG Anti-Corruption on “Relations with Relevant

Subjects”. The Job Holder is authorized and has the power to interact with the Public Authorities

and Relevant Private Entities (as defined in Annex G), in accordance with the process laid down in the Annex, strictly for the purposes of discharging his/her official responsibilities detailed in this job description.

Preparing contractual and commercial sections of the tender package and compile the full tender package.

Developing and analysing contracts documentation including review and contribution to

contractual scope of work as per requisition

Ensuring that contractual terms and conditions are defined in accordance with Company requirements and governance.

Writing contracts requirements in conformance with all applicable laws and in compliance with Company procurement policies & procedures

Challenging the purchase requisitions requirements, offering alternatives, and proposing solutions

Making critical analysis, adding revisions, and contributing to the preparation of the tenderlists, contract strategies and tender evaluation plan  
Preparing un-priced and priced evaluation models of high complexity and major contracts

Performing contractual and commercial evaluations and required negotiations of tenders received and formulate recommendations  
Drafting the relevant documents to contracting strategy and awards approval

Elaborating and proposing contracting solutions and pursuing alternative methods of improving contracting practices i.e., risk/reward, incentives, alliances etc., comparing different purchasing alternatives like tendering vs. single source, renting vs. buying, etc.

Demonstrating continuous effort to improve operations, decrease turnaround times, streamline working processes, and working co-operatively and jointly with other departments and with other

Contracts & Procurement staff to provide high quality, seamless customer service

Developing, compiling, conducting pre-enquiries and market surveys

Ensuring that confidentiality is maintained during the procurement process

Managing all the contracting phases in coordination with Contract Holder(s) and other involved functions, as appropriate

Ensuring a proper data entry into GPS system for all the ITTs / Contracts / Amendments as per management instructions, including Local Content and a weekly update of all his/her workload

Managing all activities in full compliance with Company's Code of Ethics

Preparing and evaluating tender packages and finalize contract awards

Conducting commercial evaluations and finalize all contractual terms and conditions to award Contracts for Goods, Works, and Services even with high level of complexity

Participating in preparation of contracts & procurement strategies and tactics

This is the opportunity for you if you have these skills and requirements:  
Educated to degree level (Law, Engineering or Economics)

experience in oil and gas projects as minimum

experience of contracts and procurement area as minimum

experience in the requested area of expertise as minimum

experience in the requested role as minimum

High fluency in written and spoken English, particularly for contract terminology

High degree of computer literacy and proven skills in Microsoft Visio, Project, Word, Excel, Access and Power Point programs

Previous Knowledge of SAP MM and SRM modules would be highly preferred

Previous work in high complexity projects

Knowledgeable and familiar with international contractual format and complex corporate and project governance

High negotiation skills and ability to understand what is negotiable in line with Company targets

CIPS type qualification would be highly preferred

Fluency in written and spoken Arabic will be considered as a plus

Very good internal auditing / monitoring skills

Knowledge of Commodity markets and price trends, various grades, qualities, and varieties of materials, supplies, and equipment

Familiarity with oilfield contracts and procurement methods, terminology, and equipment

Location: Office environment in Abu Dhabi, UAE. Business trips to operational sites and to the other

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