



Planning Manager - Swiber Offshore Construction Pte Ltd

Location: Singapore



Responsibilities:

- ❖ Leading the project planning department to prepare for proper project planning
- ❖ Liaison with project managers for respective project planning and scheduling
- ❖ Responsible for preparing master barge utilization schedule and present the updated schedule to management on a bimonthly basis
- ❖ Responsible for preparing / setting up all project planning systems within Swiber Group
- ❖ Coordinating with relevant parties to obtain weekly/monthly progress status and to update the primavera package on weekly/monthly basis
- ❖ Responsible for preparation and presentation of consolidate project planning reports to management
- ❖ Other responsibilities as may be assigned by the management

Requirements:

- ❖ Min Degree in Mechanical / Civil Engineering preferably
- ❖ Min 10 years relevant experience in a similar role preferably in offshore construction / Oil & Gas Industry with good project planning skills and background
- ❖ Knowledge in the use of PRIMAVERA planning package and conversant with Microsoft Project use is highly advantageous
- ❖ Demonstrate strong interpersonal, communication and presentation skills
- ❖ Strong analytical and problem solving skills and meticulous
- ❖ Mature, proactive, resourceful and hands-on with good initiative.
- ❖ Able to work fast under pressure
- ❖ Mature, with an attention to detail
- ❖ Must be willing to travel at short notice
- ❖ Work Location: Jurong East, IBP (Singapore)