



JOB VACANCY

JOB TITLE: LPG ASSISTANT

Introduction

Libya Oil Kenya Limited is seeking to recruit an LPG Assistant in our Operations and Assets department.

Vacancy is available in Mombasa Terminal.

Job Specification

The LPG assistant will promote flawless operations and terminal efficiency by:

- Ensuring flawless LPG receipts, storage, loadings and cylinder filling as per the company procedures and guidelines.
- Ensuring efficient loading of trucks and filling of LPG bottles to achieve desired efficiency levels in line with company targets.
- Enforcing adherence to safety and controls procedure by LPG operatives' team for all LPG related activities.
- Ensuring conducting of SAFETY critical checks before during and after LPG Ex-Vessel operations to assure operations safety in line with the company safety policy and related guidelines.
- Maintaining high standards of housekeeping within LPG tank farm and filling hall activities.
- Coordinating for the execution of equipment controls checks to assure performance integrity for LPG operations equipment.
- Performing safety checklist on all LPG bound trucks to ensure nil truck inspection related safety gaps.
- Ensuring timely documentation of LPG filling and loadings and subsequent submission to the stock accountant for data entry and processing.
- Ensuring effective weight controls checks to assure compliance to legal requirements in line with LOKL's undertaking on legal and regulatory compliance.



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Minimum requirements (Skills, Competencies & Experience)

Experience

- 1 years' experience in the Oil industry.
- Computer Skills - Proficiency in Word and Spread sheets.
- Driving Skills and Prior Interaction with an operations safety Management System is a plus.

Education Qualification

- A Diploma Engineering (Chemical, Mechanical or Civil).

Skills & Knowledge Required.

- Strong Safety Mind-set.
- Flexibility
- Effective communication.
- Strong Interpersonal skills
- Attention to Details.

Interested candidates who meet the set criteria should send their application letters and detailed CVs via e-mail to 'recruitment@oilbya.co.ke' on or before the deadline of Friday **13th March 2015**. Applications must quote the following reference: '**LOKL- LPG Assistant, 2015**'.

Please note that only short-listed candidates will be contacted.