

Job Description

JOB TITLE: Pipeline Hot Tap and Plugging Technician

DEPARTMENT: Operations

REPORTS TO: Operations Manager

FLSA STATUS: Non-Exempt

OVERVIEW: The Pipeline Hot Tap Technician performs hot tapping & line stopping (HT&P) services in a variety of client industrial work sites with minimal shutdowns or service interruptions; creating a safe entry into pipes or vessels at pressures ranging from vacuum through 5000 psi. This individual must have strong leadership qualities along with the capability & resourcefulness to perform said duties with minimal supervision. Understanding procedures, following process, and placing safety as top priority are requirements for this role.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Service and maintain Hot Tap and Plugging equipment for job ready status.
- Keep field kits up to date and stocked.
- Follow written procedures; be accountable for all actions.
- Travel to site in continental US and Canada; travel may be extensive.
- Manage onsite activities covered by ION PRO Services, interface with customers and representatives with professionalism.
- While not in the field, prepare all HT&P tooling for shipment to the field.
- Responsible for equipment setup, pressure testing, precheck function testing, and final ION PRO approval for all services provided.
- Must manage equipment load out, onsite equipment management, and job completion accountability and backloading of equipment for shop return.
- Responsible for ensuring tool is properly cleaned and strapped down for transport back to the facility.
- Performing FAT and SIT testing both in house and in the field as required.

SUPERVISORY RESPONSIBILITIES:

- As ION PRO's on-site representative, this role is to manage all Ion Pro on site activities. Management of other ION PRO technicians may be required as dictated by the project scope. No supervisory duties while in the shop.

COMPETENCIES - To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Technical Competencies:

- Must be proficient with reading and following procedures, executing, and signing off as owner of critical operations tasks; this includes assembly, vacuum testing, hydrostatic and gas testing, factory acceptance and system integration testing, along with all on site hot tap and plugging scopes.
- Strong understanding mechanics and hydraulics.
- Ability to identify hazards and risks prior to and during the different phases of operation.
- Good knowledge of relevant documentation and procedures.
- Ability to perform basic troubleshooting and field repair of the equipment. Strong experience with 600 class TDW and IPSCO hot tap and plugging equipment is required.
- Read and interpret blueprints, technical drawings, schematics, computer-generated reports, and P&ID's.
- Writes clearly and informatively.
- Provide feedback to direct manager on customer problems and needs.
- Possess strong problem-solving skills.
- Should be able to use electronic and mechanical precision equipment.

Core Values

Fun * Academia * Clarity * Timeliness/Truth * Speed

- Must be able to use material handling equipment; forklift and overhead cranes.
- Will be required to pass examinations for Operator Qualifications associated with ION PRO Services scopes of work. This will include bolting, pressure testing, hot tapping, line stopping, and abnormal conditions. There may be additional OQ's as required by specific clients.
- Operationally familiar with and ability to use power and hand tools.

Behavioral Competencies:

- Must be detail oriented, quality focused and self-motivated.
- Ability to work in coordination with other team members to accomplish goals.
- Looks for and takes advantage of opportunities. Volunteers readily.
- Able to deal with frequent change, delays, or unexpected events.
- Demonstrates accuracy and thoroughness.
- Ability to work safe and wear required PPE.

Language, Math and Reasoning:

- Ability to read, analyze and interpret documents such as drawings, operating and maintenance instructions, and procedural and technical manuals.
- Fluent in the English language with the ability to read and write.

EDUCATION, EXPERIENCE, and TRAINING:

- High School/Trade School diploma. Associates Degree a plus.
- 10+ years' experience in pipeline industry.
- Knowledge of industry safety regulations.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Will be required to have/get a TWIC card.
- Must have valid driver's licenses.

COMPUTER SKILLS:

- Office Suite, Word, Excel, etc.
- Possess good computer skills.

PHYSICAL DEMANDS - The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The employee must regularly lift and /or move up to 50 pounds.
- While performing the duties of this job, the employee is regularly required to walk, sit, stand, use fingers, reach, talk and hear.
- While performing the duties of this job, the employee is occasionally required to stand for long periods of time, balance, stoop, kneel and crouch.
- Be able to work long hours, long trips, and other demanding field requirements.

WORK ENVIRONMENT - The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- This position works in an environment with moderate/high noise level. (Examples: assembly shop area, customer field locations).

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