

48,000 people. 49 countries. Over 120 office locations.

We're not just engineers. We're a global team of data scientists, consultants, construction workers and innovators all working to create a better tomorrow. Every day, we help customers in energy, chemicals and resources get one step closer to solving our planet's toughest issues. Climate change. The energy transition. Digital transformation. And how we can deliver a more sustainable world.? Whatever your ambition, there's a path for you here. And there's no barrier to your potential career success. For more information, visit Worley.com

Purpose:

To provide a professional expediting service for EPCM projects in a way to maximize the utilization of all resources and to ensure operational effectiveness. Comply with purchasing policies and procedures and act within the limits of delegated authority.

Responsibilities:

- Reports to the Project Procurement Manager
- Responsible for the planning, organizing and coordinating expediting work
- Responsible for adhering to Worley and Client policies and procedures as applicable
- Interfacing with project and supplier personnel to assist in the resolution of delivery problems;
- Evaluating supplier performance as related to deliveries;
- Providing leadership in the selection, appraisal and training of expediting staff;
- Responsible for on time delivery of vendor supplied equipment and documentation to job site, after placement of purchase orders;
- Establishing and maintaining regular contact with all suppliers to obtain reliable information on the status of materials, drawings and documentation;
- Contribute to project progress measurement reports as required;
- Tracing shipments from departure to arrival to avoid transportation delays;
- Analyze and resolve project specific issues as they relate to expediting activity;
- Vendor site visits if required;
- Securing and validating the information that supports the timely processing of invoices for payment;
- Dedication to safety and performance management across business unit;
- Building and sustaining outstanding customer relationships;
- Open and honest communications in all situations;
- Responsible for the quality of all workmanship over which they have direct control or input.
- Exercises independent judgment in the selection, classification, compilation and analysis of data obtained from a variety of sources; makes decisions in the selection of work procedures and makes recommendations for improvements.
- Works under general supervision; performance subject to periodic review to ensure conformity to administrative objectives.
- Assists in the training of junior staff by providing guidance on work methods

What you will bring

Technical and Industry Experience:

- At least 5 years' experience in expediting engineered equipment, preferably in an engineering environment
- Ability to establish and maintain workplace relationships.
- Proficient in the use of computers and commonly-used business software, especially data base tools which track, monitor and report movement of items.

- General attributes required of all WorleyParsons employees involved in leadership include: Zero Harm, Action Orientation, Building Effective Business Relationships, Commitment, Customer Focus, Dealing with Change, Drive for Results, Integrity and Trust, and Leadership Skills including Strategic Ability, Managing Vision & Purpose, Command Skills, and Global Business Knowledge.

Education – Qualifications, Accreditation, Training:

Required:

- A degree or diploma in a relevant discipline with at least 10 years of relevant experience, 3+ years experience in leading teams. SCMP designation preferred

What we offer you

Providing an agile culture and challenging work opportunities results in a positive work environment. Our people enjoy competitive compensation packages and a fun, personal, collaborative and safe working environment. We value equal employment opportunity and are committed to promoting fairness, equality and diversity.

Our policy is to conduct background checks for all candidates who accept an offer of employment with us.

If you have the passion and talent to keep up, it's time to test the limits of what you can become. Find your future with Worley.