

# Integrated Planner – Edson



## Position Overview

Repsol Oil & Gas Canada Inc. has an exciting opportunity for an experienced and dynamic individual to be involved in the implementation and continuous improvement of the new Integrated Operations Centre (IOC).

Reporting to the Senior Foreman, Integrated Operations Centre, this position is responsible for assisting the field teams with the 'what' and 'how' medium to longer term work commitments will be delivered. This position works closely with the Integrated Scheduler to ensure all work packages and plans are complete with the work scope clearly described and "ready to schedule." In addition, this position will assist in the development of plans that promote safe, efficient execution of work in the receiving, planning and estimating of operational and maintenance work packages and plans.

The coordination process is a cooperative effort between Maintenance, Operations and all other involved functions. It is designed to achieve consensus between equipment custodians, maintenance, engineering and procurement. The main objective is to agree on the most important maintenance jobs to be completed with the available resources during the coming week, months and for the year.

## Responsibilities

- Ensures plans are adequate to be placed on the master schedule
- Primary contact for outage coordination
- Determines the best time to execute the work packages/plans
- Works closely with field teams in the preparation of work activities such as materials, services, permitting, etc. for more complex, medium and longer term projects and activities (shutdowns, outages, turnarounds, etc.)
- Reviews work packages/plans to ensure adequate information is provided in order for the Integrated Scheduler to schedule
- Provides assurance that work is "ready to schedule"
- Assists in monitoring work compliance to work plan and communicates when issues develop
- Works with the Integrated Scheduler to develop 'look ahead' scheduling to help with work progression
- Updates plan KPIs / dashboard
- Assists Operations and Maintenance in analyzing costs and provides recommendations for efficiency
- Communicates daily with key stakeholders
- Coordinates Calgary office support schedule requests as required
- Continually works to improve process

## Qualifications, Skills and Key Behaviors

- Expertise in work selection criteria, work planning, estimating, procurement practices, business practices and controls, contractor interface awareness
- Area-wide operational and maintenance knowledge base
- Self-motivated with the ability to work effectively in a team environment
- Ability to plan complex jobs and develop resource plans in collaboration with Integrated Scheduler and Front Line Leadership
- Ability to identify and document the critical path
- Understanding of safety and environmental requirements and familiarity with permitting processes
- Work closely with the IOC, Well Health and Maximo to create work orders/work plans, build reports, manage KPIs etc.
- Knowledge of, or willingness to learn new skills (Microsoft, Well Health, Maximo, ERP)
- Continuously improve the Integrated Planner role in order to maximize opportunities for optimization
- Adaptable and supportive of change

## Additional Information

- Only applicants who are legally entitled to work in Canada will be considered
- This is a permanent, full-time position located in Edson, Alberta
- Relocation assistance may be provided to the successful applicant
- This position is not open for an international assignment

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## To Apply

- Visit Repsol Canada's Career Page ([www.repsol.ca](http://www.repsol.ca))
- Click on the [CAREERS](#) page and scroll down to find the Apply Now link
- Click on [INTEGRATED-PLANNER 43903](#)
- Click 'Sign In' to access your existing Workday account, or click 'Apply' to create a new account
- Attach your cover letter and resume in your Workday account to apply for this position
- You will receive an automated email message to confirm that your application has been received

***By applying for this position, you consent to the collection, use and necessary disclosure of the personal information provided during the application and selection process.***