

# JOB DESCRIPTION

ID: CE-JD02

<b>Job Title:</b> Cost Estimation Engineer	<b>Working Location:</b> Vung Tau/ Other
<b>Project:</b> Detailed Engineering	<b>Report to:</b> Engineering Manager/ Lead Cost Estimation Engineer
<b>Group organization structure:</b> <ul style="list-style-type: none"><li>Project Manager/Engineering manager =&gt; Lead Cost Estimation Engineer =&gt; Senior Cost Estimation Engineer =&gt; Cost Estimation Engineer</li></ul>	
<b>Job Purpose:</b> <ul style="list-style-type: none"><li>Processing and analyzing complex datasets to produce cost estimates for each package and CAPEX for the Project, ensure timely completion to the required quality standards.</li></ul>	
<b>General Description:</b> <p>Directly reporting to Engineering Manager / Lead Cost Estimation Engineer with the major responsibilities as followings:</p> <ul style="list-style-type: none"><li>In charge of the preparation of cost estimation for the packages and CAPEX for the Project as per project requirement and schedule in a cost effective manner when assigned by Lead Cost Estimation Engineer.</li><li>Interact with the engineering team and other disciplines to verify the integrity of data inputs and ensure no detail goes unaccounted for in a cost estimate.</li><li>Support the Senior Engineer in ensuring accuracy and delivery of cost estimation.</li><li>Implementing other assignments as required by Engineering Manager / Lead Cost Estimation Engineer/ Senior Cost Estimation Engineer.</li></ul>	
<b>Qualifications and Work Experience required:</b> <p><i>Qualification:</i></p> <ul style="list-style-type: none"><li>The jobholder should hold a Bachelor Degree in Engineering or Commercial subject.</li></ul> <p><i>Experience &amp; Requirements:</i></p> <ul style="list-style-type: none"><li>A minimum of 05 years of experience in oil and gas industry, including minimum 02 years of experience working solely as a Cost Engineer in the upstream oil and gas sector.</li><li>Broad, multi-discipline knowledge and experience of cost engineering for Oil and Gas projects.</li><li>Proficient in MS Word, Excel, and PowerPoint.</li><li>A good command of English both verbal and written.</li><li>Have ability to organize own work and meet strict deadlines.</li><li>Ability to work in team environment.</li></ul>	

**Challenges :**

- Multi-functional, and able to cope with diverse job demands.
- Coordinating work in multiple locations with different organization and multiple interfaces.
- Schedule pressure and workload for the design and procurement activity.

**Network interaction:**

*Influenced:* Engineering Team, Operation Team, HSE Department, QAQC Team.

*Influence:* Procurement Team, HSE.

**External parties:**

*Influenced:* Vietnamese Authorities, Certifying authorities.

*Influence:* Contractors, Vendors, Suppliers, Services companies.

**Assignment Duration:**