

QHSE COORDINATOR QUESTIONNAIRE

Name		Age		Ref	
E-mail		Date	DD	MM	YYYY
Nationality		Expected Salary (QR)		Notice Period (Days)	
Presently Available for Interview in Qatar		Yes	Qatar Phone		
Highest Educational Attainment					

No	Description	None	Familiar	Average	Good	Excellent
1	Accident Investigation & Interviewing witnesses, Reporting					
2	Training and Conducting regular safety meetings					
3	Conduct Safety Audits					
4	Provide Safety Induction for new Employees					
5	Setup OSHAS compliant documentation system and recordkeeping					
6	Prepare Management HSE Review procedures					
7	Prepare Emergency Response Plan for office & accommodation areas					
8	Prepare Contractor Environment Management System					
9	Prepare Job Safety Analysis for Marine Construction activities					
10	Oil & Gas work permit systems					
11	Prepare a Quality Management System in accordance with ISO					

Remarks: Please put a (√) next to the subject that you have experience in:

- Road Construction Projects
 NEBOSH Certificate
 Diver medical treatment
 Marine Construction Projects
 OSHA Certificate
 Medical training & First Aid

TECHNICAL EVALUATION STUDY

You are required to prepare technical submittal documents with this questionnaire to help us assess your technical skills for this position, based on the following hypothetical project:

Project Scope: underwater construction of a pipeline in water depths ranging from 0 to -10 meters, project will require deployment of a tugboat, 2 barges, a dredger, a crane barge, and excavator on a barge, for excavating a trench underwater to lay an HDPE pipeline in the trench then bury the trench with the material excavated from the trench. There will be 12 divers (split in 3 teams of 4) deployed in the project, using underwater hydraulic power tools for connecting the pipeline and for inspecting the work by using different inspection tools, video & still photography. Work will include steel fabrication and manufacture of marine navigational aids piles with platform, which will be driven in the sea using crawler crane and piling hammer. Work duration will be 10-months. Client will be an oil & gas company with very strict QHSE policy.

You are required to submit the following technical study along with this questionnaire for evaluation:

1. Setup an outline for a Project Safety Manual specific for the above scope of works.
2. Prepare a JSA for some of the key activities of this project.
3. Make a list of all HSE related documents & forms.
4. Make a sample weekly & monthly HSE performance reports, including identifying criteria.
5. Make a sample inspection and record maintenance of plant and equipment.
6. Make an outline of safety training program for new employees.
7. Describe the different OSHA forms that would be applicable for this project.
8. Prepare an outline for a Quality Manual specific for this project.