



COSL Uganda SMC-Limited is a subsidiary of China Oilfield Services Limited(COSL), a global oilfield services company originating from China with over 50 years of experience in the petroleum industry. The Company has been contracted by TotalEnergies EP Uganda and CNOOC Uganda Limited to provide a range of oilfield services and products on the Tilenga and Kingfisher projects in the Albertine region. We are currently recruiting highly professional, passionate, and motivated individuals to join our growing pool of talent in Uganda. If you are looking for an opportunity to advance your career by working with one of the market leaders in the petroleum industry in Uganda, check out our latest job offers.

## JOB OPPORTUNITIES

### 1. Safety & Security

Department: Safety & Operation Department  
 Supervisor: Safety & Operation Manager  
 Location: Kampala, Oilfield of Bulisa or Hoima

#### Job Summary

Responsible for health, safety, security, social, and environmental protection, and other management.

#### Responsibilities

- Collect information about the security of Uganda and surrounding countries and issue early warnings when necessary, and be responsible for the security work within COSL Uganda.
- Supervise and inspect each operation unit and contractor to comply with the security management system.
- Develop and update the security management system.
- Regularly carry out operating unit QHSSE inspection, and timely report inspection reports.
- Responsible for the summary of the safety report of the feedback of each unit, analyzing the corrective measures, and following up on the implementation, including the follow-up of the hidden trouble investigation. Fill in weekly, monthly, and other reports.
- Supervise the safety of each unit of operation, fire and special equipment, facilities management, hazardous materials management, the use of explosive materials, and radioactive sources work.
- Audit the risk analysis of large and high-risk operations and follow up on implementation measures.
- Participate in the formulation, revision, and perfection of the safety rules and regulations, and participate in the system's internal audit work.

- To participate in the investigation, analysis, treatment, and reporting of accidents & incidents, formulate corrective and preventive measures, and organize the implementation and establishment of incident archives.
- The completion of other tasks assigned by their superiors.

#### Relevant Requirements

- Bachelor's Degree or above.
- Familiar with Uganda and international public safety and security management, able to do a good job in security work.
- At least 3 years of working experience in Total's QHSSE management. Be familiar with the QHSSE management requirements of corporate customers.
- Have the ability to train and guide and lead the team, and are familiar with the business of the petroleum industry.
- Have strong coordination ability, execution ability, communication ability, and language expression ability.
- Master the relevant management system and relevant laws and regulations implemented by this position. Strong professional knowledge and management ability.
- Computer and English proficiency is required for the job.
- Aged 45 and below.

### 2. Development officer

Department: Research & Development Department  
 Supervisor: Research & Development Manager  
 Location: Kampala, Uganda

#### Job Summary

- Responsible for collecting & updating customer information & market information, cooperating with the customer to formulate the marketing development strategies and reports, implementing market development plans, and carrying out market development in Uganda and Africa region.
- Formulate customer visit plans, and customer satisfaction assessments, handle customer suggestions, opinions, and other related work to ensure continuous and efficient market activity.
- Responsible for company brand building, cooperating with the team members, & organizing the marketing department team building.

#### Responsibilities

- Responsible for collecting and updating customer information and market information, cooperating with the customer to formulate marketing development strategies and reports.
- Responsible for the implementation of the market development plan.
- Responsible for formulating the annual customer visit plan, and coordinating for implementation of market business and major project exchanges.
- Responsible for organizing the implementation and guiding the customer satisfaction evaluation.
- Responsible for handling customer suggestions, comments, and complaints.
- Responsible for organizing the market brand building of the company, and assisting in planning major marketing activities and conferences.

- Responsible for instructing market employees to maintain and develop regional markets.
- Responsible for company brand building, cooperating with the team members and organizing the marketing department team building.
- Completing other tasks assigned by the department manager.

#### Relevant Requirements

- Bachelor's degree or above.
- Petroleum Engineering, International Business, or the related.
- At least 1 year of work experience in the Petroleum Industry, have management and marketing experience.
- Have oil exploration or development field knowledge, Marketing development knowledge.
- Good command of oral English and business English writing;
- Familiar with oil field operation and can conduct business promotion independently;
- Familiar with IOC bidding procedures;
- Familiar with computer skills and paper works.
- Strong learning ability, systematic thinking and analysis, and judgment ability;
- Strong public relations skills, communication skills, and interpersonal skills.
- Aged 45 and below.



### 3. HR Coordinator

Department: HR Department  
Supervisor: HR Department Manager  
Location: Kampala

#### Job Summary

Be responsible for recruitment, induction, labour contract management, etc. according to work needs. Also ensures that sufficient resources are available for the business development of the COSL Uganda company by providing support to management and the development of human resources. Do a good job in compliance operations within the business scope in strict accordance with the requirements of Ugandan laws and regulations.

#### Responsibilities

- According to the business development needs of COSL Uganda company, implement the annual employment plan and be responsible for the employment approval procedures;
- Be responsible for recruitment, induction, and other processes related to employment in the COSL Uganda company;
- Be responsible for HR-related approvals, record keeping and retention;
- Responsible for the management of third-party HR service providers and contractors to the COSL Uganda company;
- Responsible for managing the dismissal and resignation of various employees of the COSL Uganda company;
- Be responsible for the management of personnel hired through third-party HR service providers and ensure they perform their job responsibilities;
- Responsible for labour disputes and litigation control, labour risk early warning and management, local employee management and public relations handling within the scope of the COSL Uganda company;
- Be responsible for the preparation and updating of policy documents within the scope of work;
- Responsible for the attendance, wages and benefits management of local employees in the COSL Uganda company;

- Responsible for assisting in the completion of HR-related work related to National content compliance;
- Responsible for assisting the department to plan for and implement training programmes for COSL Uganda company;
- Responsible for performance appraisal management of local employees in the COSL Uganda company;
- Complete any other tasks that maybe assigned by their supervisor and superiors.

#### Relevant Requirements

- Bachelor's degree or above in Human Resources or another related field;
- Have accumulated more than 5 years of working experience in HR management;
- Five (5) years or above experience working in the oil and gas industry is preferred;
- Have a strong sense of responsibility, emotional intelligence, dedication to service and observance of confidentiality;
- Advanced proficiency in the English language;
- Have strong written expression ability, logical thinking ability, communication and coordination ability;
- Advanced skills in report writing and review;
- Have physical and mental health conditions suitable for the position;
- Proficient in computer operation, able to use Microsoft Office and other office software, especially PPT material preparation.
- Aged 45 and below.

### How to apply

**Step 1:** Click on <https://www.cosl.com.cn/col/col20611/index.html>

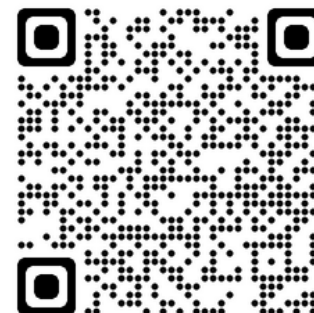
**Step 2:** Click on "Join Us" then after, "Recruitment" and then click on the job position to "Apply"

**Step 3:** Create a profile and login

**Step 4:** Fill in your details and thereafter upload your CV. NOTE:

This system is designed primarily to collect applicants' details and their CVs. Shortlisted applicants will be contacted with further details on how to proceed.

#### Or Scan QR code below:



**Application Deadline: April 30, 2023**