



Job Description Flowback Operator II

Job Title:	Flowback Operator II	Job Holder:	Name
Reports To (Title):	Operations Manager	Location:	Minot ND
Prepared By:		Date:	Date

Job Scope:

Trilogy supplies personnel and equipment for Flowback Services including but not limited to: Stimulation Flow Backs, In line Tests, , and Exploration or Production Testing to its' customers.

The purpose of this position is an intermediate role on a 12 hour work shift to support this business line directly in the field.

Principal Accountabilities:

1.	Lead Trilogy employee on a Shift , generally responsible only for that specific 12 hour shift operating equipment on Site.
2.	Responsible for loading and unloading of correct equipment being shipped and arriving on site for the job or job type to be undertaken.
3.	Responsible for Safe and proper use of hand tools.
4.	Rig up and Rig Down of Site Equipment as instructed.
5.	Gather and record data and operate equipment as instructed by Flowback Operator III which include but are not limited to Exploration / Production / In Line Flowback, Stimulation Recovery and or Flow Back to Customer
6.	Maintain Repair and Service Equipment including Generators, Pumps, Controllers, Valves etc. as instructed by Flowback Operator III or Operations Supervisor/Manager and take responsibility on Site for same.
7.	Repair and Service of Equipment in shop and recording of both in Cooperation with Flowback Operator III or designated supervisor.
8.	Recording of all chargeable and non-chargeable activities inclusive of Services as well as maintenance and repairs to Customer and Trilogy Operations.
9.	On-going communications including half hourly reporting of data through Reporting Software to Customers.
10.	Service and care of any assigned field service vehicle, assigned tools, and control of any inventory carried in field service vehicle.
11.	On-going training of Trilogy Trainee staff members on location in all aspects of an Operators Job.

Organisation:

Immediate Supervisor(s)	Line:	Flowback Operator III
	Function:	Management of all Flowback field activities and Trilogy Staff on site.
Immediate Subordinates:		Flowback Trainee, Flowback Operator I

Dimensions:

Flowback jobs inherently have cost exposure due to the number of personnel on a crew and revenues can be significant on a daily basis. Due to the Well Control aspect and handling and storage of effluent the exposure to liabilities may be significant. Supervision and training of employees by this position is critical to long term growth and improved Safety.

Job Context and Main Activities:

Field and Shop Supervision and Supervision of Trainees..
 Responsible for HSE procedures and documentation on Site.
 Responsible for accurate data gathering and reporting to Flowback Operator III and / or Customer on site.
 Responsible To carry out Flowback Operator III instructions both on site and in the shop.



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Job is on-call basis and requires the employee be in communication with Operations Manager and/or Flowback Operator III when not on vacation or days off.

Often entails long hours and regularly 12 hour shifts of work on site.

Requires extensive travel both within and outside of the Area.

Extended stays away from home in Motels or camps are anticipated.

Requires regular physical exertion and lifting of heavy objects often 100 lbs. or more.

The job requires direct contact with the other crew members and Customer Representatives as well as other Services on location.

Regular inspection, inventory, and function and pressure testing are direct responsibility.

All Repairs and Maintenance must be properly recorded in field and shop to ensure records are accurate.

All required paperwork i.e. Test Reports, JSA's, Field Service Tickets, Maintenance Records and must be submitted to Flowback Operator III and accurate.

Direct communication is required where applicable with Flowback Operator III, Operations Supervisors & Manager, Administrative Assistants, or Management.

Responsible for Training and Safety of junior Trilogy staff on job site or in the shop.

Relationships:

Internal Contacts

Primary contact for this position is the Flowback Operator III.

Secondly contact with Field Supervisor or Manager and Administration is required.

Contact with shop technicians is required to coordinate service and maintenance of equipment.

Contact with Management for disciplinary, promotion, or other issues concerning the Area over all.

External Contacts

Customer Representatives, Rig Staff, other Service Operators or Staff.

Vendors specific to field operations.

Health & Safety

Safety Critical Role Yes

All Employees

As a minimum the incumbent must:

- a) Take reasonable care to prevent harm to themselves
- b) Consider the potential for harm to others or the environment that may be caused by their acts or omissions
- c) Work in accordance with information and training provided
- d) Refrain from intentionally misusing or recklessly interfering with anything that has been provided for Health, Safety and Environmental reasons
- e) Report any hazardous defects in plant, equipment and workplace, or shortcomings in the existing controls, to a responsible person without delay
- f) Not undertake any task for which authorisation and / or training has not been given

Responsibilities of Managers and Supervisors

The incumbent is responsible for ensuring that the HSE Management System is implemented within the operations under their control. The incumbent must actively monitor the workplace to ensure that acceptable standards are maintained. Where risks are identified the incumbent must ensure that these risks are controlled, so far as is reasonably practicable.

The incumbent's duties include:

- a) Ensuring that employees, contractors and visitors are aware of relevant HSE procedures
- b) Establishing that all equipment, plant and substances used are suitable used for the task and are kept in good working conditions: this includes the regular maintenance and servicing of equipment
- c) Providing adequate training, information, instruction and supervision to ensure that work is conducted without harm to people or the environment
- d) Taking immediate and appropriate steps to investigate and rectify any risks to people or the environmental arising from work activity
- e) Bringing to the prompt attention of senior management any HSE issues that requires their attention
- f) Ensuring that all incidents are properly recorded and reported and that an investigation is carried out to establish and rectify root causes
- g) Actively participating in the HSE management system



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Job Challenges:

Often the role is critical to Well Control.

Working with High Pressure, Hydrogen Sulphide, CO2, Abrasives, Chemicals, Acid, and other Services.

Decision making and ability to react based on Job needs and Safe Work Practices.

Must take instruction well and have willingness to work at close proximity with other staffers.

Long hours of work and driving at times.

Critical paperwork issues for Safety, Billings, Quality Assurance and Inventory Control.

Dealing with difficult and varied personalities of crew and other site personnel.

Requires good computer skills and good literacy.

Must have very good organizational skills and be prepared for on call duties on a 24 Hr. basis.

Job Knowledge and Experience:

1 - 2 years on land Flowback in varied applications.

Excellent mechanical aptitude and knowledge of pneumatics and instrumentation.

Driving skills which reflect safety and skill in off road or remote conditions.

Good computer skills and literacy.

High School diploma or equivalent. Extensive Oilfield Experience acceptable as an off set to minimal Education.

First aid, PEC Safe Land/ HS2 Clear is preferred

Job Description Agreed By:

Job Holder		Date:	
Supervisor		Date:	