

## Join PTAS Aker Solutions

PTAS Aker Solutions is a joint venture between PTAS and Aker Solutions. The company is locally managed with the full support of Aker Solutions' international expertise, processes and technology. The company has a strong focus on safe execution, efficient work processes, maximizing the use of new digital technologies, continuous improvements, and ensuring development of employee competencies through training and upskilling of locals.

## Graduate Contract & Procurement

### Position Summary

- Ensure application of the procurement related parts of the execution model with focus on:
  - Key Deliverables
  - Application Portfolio. Ensure that the project application portfolio contributes to an efficient and quality assured execution of procurement work in accordance with the PEM (project execution model) methodology
  - Procedures
  - Work instructions
  - Delivery check lists
- Uphold the highest standards of business ethics and corporate responsibility, and ensure compliance with all Business Integrity and Compliance (BIC) procedures, guidance and tools
- Ensure good PEM knowledge within the procurement organisation and support PEM introduction / training as required.
- Provide required support in the interpretation of contract documents, specifications and all other administration related matters to the contracts
- Maintain detailed records of vendor and product purchases, quality, performance indicators, delivery information, invoices, and overall inventory.

### Requirement & Experience

- Bachelor's degree in a relevant discipline or an equivalent combination of education and work related experience.