



JOB DESCRIPTION

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| Job Title | : Seismic Manager |
| Department | : Seismic Department |
| Reporting to | : General Manager |
| Other interactions | : |
| Primary function | : |

| No. | BPMN References | Task and Responsibilities (main focus): |
|-----|----------------------|--|
| 1 | 10.1 | Ensuring complete and accurate recording of inventory of Seismic Equipment owned by the Company, both incoming & outgoing |
| 2 | 10.1 | Ensure that equipment is regularly tested and maintained to determine its usability and recorded in a recorded and recorded log book |
| 3 | 10.1 | Monitoring the condition of the seismic vessel so that it is always ready to work |
| 4 | 10.1 | Obtain data from related divisions for the completeness of the proposal |
| 5 | 10.1 | Ensure commercial proposals are made in accordance with the SoW of the client |
| 6 | 10.1 | Ensuring the technical proposals made are in accordance with the client's SoW |
| 7 | 10.1 | Discuss the bid price of the seismic project |
| 8 | 10.1 | Monitor the preparation and availability of properly functioning seismic equipment and vessels |
| 9 | 10.1 | Ensuring the data acquisition process goes well |
| 10 | 10.1 | Do quality reports and good analysis |
| 11 | 10.1 | Monitor the results of the work of personnel in the department |

Other focus :

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| 1 | Coordination with team leader/party chief for all works based on SOP (Standard Operating Procedure) |
| 2 | Coordination with team leader/party chief when the finding non technical matters |

QHSE duties - Employer and Employees :
Employees have health and safety duties as well as employers. This reflects the fact that for good safety management it is essential for the employer and employees to work together.

An employee's duties are to :

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| 1 | Take reasonable care of the health and safety of themselves and of others who may be affected by what they do or do not do |
| 2 | Cooperate with the employer on health and safety matters / co-operate with company requirements to ensure that statutes are met |
| 3 | Not misuse any equipment that is provided for safety purpose |
| 4 | Follow instructions from the employer on health and safety matter and attend relevant health and safety training |
| 5 | Report hazards and defects observed in the workplace |
| 6 | Promote the implementation and continuous improvement of the QHSE system |
| 7 | Abide by both client and company rules as described in the QHSE-MS |

The tasks/duties and responsibilities as described herein are intended as a guide only and it should be understood that operational demands might at times require employee to perform duties not included in this description

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| Name : | | Signature : | | Date : | |
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Acknowledge by

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|---------------|--|--------------------|--|---------------|--|
| Name : | | Signature : | | Date : | |
| Name : | | Signature : | | Date : | |