

Position: Cost

Responsibilities:

- To maintain the standards, processes, procedures, deliverables and schedule for all cost control reporting activities for assigned delivery team on a major upstream project.
- Maintain processes and procedures for cost control and accounting
- Work with cost control tools, including Cost Manager, SAP, etc.
- Process invoices to approval, including validation of correct information, coding, routing to technical and financial approvers
- Generate cost related deliverables, including commitments, accruals, cost (and if appropriate manhour reports), WIP and forecasts
- Incorporate output from Change Control system
- Analysis of delivery team data
- Support development of cost control and accounting activities forward planning
- Respond to ad hoc requests for data and tools.
- Interface with other Project Delivery Team Cost Engineers, change coordinators and schedulers
- Ensure timely delivery from direct reports
- Lead and motivate direct reports

Qualifications:

- > 5 years working experience Cost Engineering on large mining and/or oil & gas projects.
- Working knowledge of Excel, Word, and Powerpoint.
- Detailed working knowledge of proprietary cost management systems and a working knowledge of accountancy systems such as SAP, Oracle and JD Edwards.
- Excellent communication and interpersonal skills
- The tenacity and drive to inject value and create solutions
- Develops good working relationships with project team
- Ability to travel if required

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