

## **Schlumberger Position Description**

Position Title: DD1  
Grade: G08  
Date: June 2004

Field  
Position Location: NSA  
Product Segment: D&M

### **Position Purpose:**

Under moderate supervision, performs basic Schlumberger directional drilling services at well site and district.

### **Key Functions:**

- Works as a second hand at well site
- Works with technicians to repair directional drilling tools and motors
- Mobilizes directional drilling job, under supervision
- Works with Field Service Manager or Well Planner to produce well plans and end of well reports
- Comply with applicable company policies, including Personnel, Quality System and Health, Safety and Environment standards and procedures
- Successfully complete required safety training (including but not limited to drugs and alcohol, electrical, emergency response, fire, first aid, health and hygiene, PPE, SIPP, risk reporting, IT security, hazardous materials, driving)

Employees may be assigned other duties, in addition to or in lieu of those described above, and any duties are subject to change at any time, according to the needs of the location or Company

### **Preferred:**

**Education:** Associate degree in Technology or technical discipline, or equivalent experience

**Experience:** Five to seven years related oilfield experience, or;  
Completion of *learn.it* phase 1D curriculum and associated control cards and corresponding experience

### **Special Knowledge & Skills:**

#### **Problem Solving**

- Basic skill in project estimation
- Can handle projects of medium complexity
- Creative and innovative in providing quality solutions, analytical and solution oriented
- Intermediate skill in techniques, tools, processes and practices within area of expertise
- Basic decision making: Involved in developing, modifying and executing company policies
- Decisions will impact upon schedules and on individual operations
- Identifies problems and/ or obstacles
- Shows ability to utilize other resources when necessary
- Applies broad knowledge and experience
- Remains effective at problem solving even under pressure

#### **Leadership**

- Can function independently and in a team
- Basic Project Management skills
- Basic Outsourcing Management skills

- Leadership (if position has subordinates): Establishes goals in order to meet objectives, including subordinates. Provides leadership to subordinates
- Basic Mentoring skills, provides assistance to less experienced staff
- Aware of the value of and shares knowledge with individuals within own team
- If position has subordinates, plans & prioritizes team tasks to ensure efforts are focuses on key issues and work completed to deadline, provides support under pressure & manages change

#### Communication

- Intermediate oral and written communication skills: Frequently interacts with peer groups, subordinates and management within area advising on their area of responsibility
- Practices active listening and uses a variety of questioning techniques
- Conveys information fluently, interpreting and clarifying details and explaining rationale
- Confident in presentation and discussion of factual data with a familiar audience
- Able to write technical reports clearly and concisely
- Facilitates meeting and discussions
- Customer oriented, actively communicates with internal and/or external customers to ensure service level meets with expectations and handles customer dissatisfaction professionally and takes ownership for customer needs
- Establishes relationship of openness, trust, integrity and reliability
- Is responsive to customers' demands and priorities

#### Cross Discipline

- Basic understanding of how other disciplines interact with own
- Intermediate understanding of and practice of the principles of Quality Management
- Basic awareness of the company's operations and strategy and has awareness of how own role fits in
- Understands the needs for budgetary constraints and is aware of impact of own actions on costs
- Adheres to local standards and procedures in all aspects of working environment
- Familiarity with own segment's range of services & products, and the relationship to other parts of OFS
- Knows strengths, competitive advantage and position in market place
- Shows active interest in business world
- Promotes standards & develops procedures to improve quality

#### Managing the Assigned Task

- Has intermediate functional and technical skills required to do the job
- Capable of actively participating in the setting of own objectives and identifies key requirements
- Balances priorities & interfaces with internal/external customers & stakeholders to ensure expectations are met

#### **Supervision:**

Direct Supervisor:            Field Service Manager or Lead Directional Driller