

Job Description

Asset Supervisor

BACKGROUND

This is a pivotal role at the heart of Pharos's offshore operations. As Asset Supervisor, you'll be the technical backbone ensuring our subsea assets are always mobilisation-ready—directly enabling project delivery and protecting the reliability our clients depend on. With genuine autonomy to lead workshop asset related activity, shape maintenance strategy, and mentor the next generation of technicians, this role offers real ownership and visibility within the business. It's an opportunity to combine hands-on technical problem-solving with leadership impact, at a company where the quality of your work has a direct line to what happens offshore.

OVERVIEW OF POSITION

The Asset Supervisor is responsible for providing hands-on technical leadership for Pharos offshore assets in our Blyth facility, ensuring all subsea systems, tooling and support equipment are maintained, tested, documented and mobilisation ready.

The role will act as the technical focal point within the workshop, leading asset maintenance, asset refurbishment and development, necessitating fault diagnosis skills across all fields of engineering, supported by base and seconded offshore personnel. In addition, you will lead the development of workshop personnel and apprentices.

Working closely with the Workshop Supervisor, Project Management, Engineering, Offshore Operations teams, Purchasing and Export team members, the role contributes directly to the successful delivery of customer projects and the continued growth of the business.

PRINCIPAL RESPONSIBILITIES AND TASKS

Asset Management

- Maintain an accurate asset register for all company equipment and tooling
- Ensure assets are maintained, serviced and ready for project requirements
- Support mobilisation, demobilisation and wet testing activities

Technical Support

- Provide technical guidance and support to workshop personnel and apprentices
- Assist with fault finding, repairs and maintenance planning
- Liaise with suppliers and service providers
- Identify opportunities to improve asset reliability and performance

Inventory & Stores

- Manage inventory of equipment, tooling, spares and consumables
- Carry out regular stock checks and audits
- Ensure equipment is correctly stored, labelled and traceable
- Identify stock requirements and support purchasing activities

Stock & Asset Control

- Monitoring and management of stock levels working in close liaison with the Workshop Supervisor
- Oversee the coordination of the physical asset register and marketing of assets for resale

Reporting

- Produce daily workshop and asset activity reports (DPRs)
- Develop and maintain weekly asset status and readiness trackers
- Keep maintenance certification and service records up to date
- Highlight asset risks, defects and maintenance requirements

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KEY MEASURES

- Asset readiness – % of assets mobilisation-ready on schedule
- Reliability – downtime/unplanned failure rate, repeat faults
- Maintenance compliance – % scheduled maintenance/certification kept current
- Stock accuracy – variance at audits, no stock-outs affecting projects
- Reporting quality – DPRs and trackers completed on time and accurately
- Safety – incidents/near misses, audit compliance

FORMAL EDUCATION

Essential

- Recognised apprenticeship or vocational qualification in an engineering discipline (Mechanical, Electrical, or Marine/Offshore Engineering) — e.g. NVQ Level 3, City & Guilds, or equivalent
- Time-served trade background (mechanical/electrical/hydraulic fitter, technician, or similar)

Desirable

- HNC/HND in Mechanical, Electrical, or Marine Engineering
- IOSH Managing Safety or similar

EXPERIENCE

Essential

- Mechanical, electrical, hydraulic or offshore equipment background
- Experience with offshore subsea equipment (tooling/ ROV/ trencher)
- Experience managing assets, inventories or workshop activities
- Supervisory experience
- Good organisational and reporting skills
- Competent in Microsoft Office

Desirable

- Previous Superintendent, Senior Technician or Technical Supervisor experience

KEY BEHAVIOURS

- Leads by example
- Proactive in identifying and driving improvements
- Methodical, hands-on approach to fault diagnosis across mechanical/electrical/hydraulic systems
- Highly organised with strong attention to detail (documentation, traceability, reporting)
- Clear communicator across workshop, office and offshore teams
- Safety-first mindset
- Adaptable and calm under pressure

TRAVEL REQUIREMENTS

Occasional travel maybe required for short-term mobilisation / demobilisation support

LOCATION

Onshore based – Blyth

REPORTING LINES

Reporting to

- Technical Director

This Job Description is a guide to the main responsibilities of the position and not intended to be an exhaustive list of duties. Employees will be expected to perform additional and different duties within their capabilities as required by the Company from time to time. The Company reserves the right to amend Job Descriptions from time to time to meet the needs of the organisation.