

Job Description

JD – Asset Manager

BACKGROUND

This is a pivotal role at the heart of Pharos's operations. As Asset Manager, you'll own the planning, scheduling, cost control, and maintenance of our subsea asset fleet — keeping equipment operationally-ready, enabling project delivery, and protecting the reliability our clients and our reputation depend on. With full accountability and genuine autonomy to lead a workshop team and asset related activity, shape maintenance strategy, and mentor the next generation of technicians, this role offers real ownership and visibility within the business.

OVERVIEW OF POSITION

The Asset Manager is responsible for the management of Pharos's subsea asset fleet, owning the full lifecycle from maintenance planning through to project mobilisation, onshore support during live projects, demobilisation and return to service.

The role holds budget responsibility for the workshop cost centre and ensures that maintenance and repair programmes are planned and executed in line with project schedules. The Asset Manager leads and develops the workshop team, setting the standard for technical excellence, quality, cost discipline and safety culture.

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 Planning and Maintenance

- Develop and own the company-wide asset maintenance programme, including planned preventive maintenance (PPM) and reactive/corrective maintenance
- Produce and manage a rolling maintenance schedule aligned with the project deployment pipeline, ensuring asset readiness well in advance of mobilisation
- Prioritise and coordinate maintenance and repair work scopes across the fleet, balancing project demand, asset availability and workshop capacity
- Lead regular asset planning reviews with Project Management, Engineering and Workshop teams
- Evaluate asset condition to inform maintenance decisions and long-term repair/capex planning

Mobilisation and Demobilisation

- Support the planning and execution of all asset mobilisation and demobilisation activities, acting as the primary accountability for asset readiness at project milestones
- Develop detailed mob/demob plans for each project deployment, defining scope, timelines, resource requirements and acceptance criteria
- Manage the post-demobilisation inspection, refurbishment and return-to-service process to cycle assets back into the available fleet efficiently
- Oversee all aspects of equipment readiness, offshore load-out activities, ensuring all certifications and documentation are completed and signed off
- Identify and mitigate risks to mob/demob schedules, escalating critical issues to the Technical Director and Project Management

Labour & Resource Scheduling

- Own the workshop labour plan, scheduling technicians and specialist resource across maintenance, repair, mobilisation and demobilisation workscopes
- Plan workforce capacity in coordination with the Technical Director and Head of MTS (Managed & Technical Services), identifying skill gaps and requirements for contract or seconded personnel

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- Management of external contractors and service providers, agreeing scopes and ensuring quality outcomes
- Produce weekly look-ahead schedules and monitor actual versus planned progress, taking corrective action where deviations arise

Cost Control & Budget Management

- Hold budget responsibility for the asset maintenance and workshop cost centre, including preparation of the annual maintenance budget and rolling forecasts
- Track all maintenance and repair expenditure against approved budgets, providing timely variance analysis and corrective action plans
- Approve purchase orders for maintenance materials, spares and external services within delegated authority levels
- Manage cost allocation of maintenance activities to individual projects, working with Finance and Project Management to ensure accurate project cost reporting
- Contribute to project tender and budget submissions with accurate asset maintenance and mobilisation cost estimates

Asset Management & Control

- Maintain an accurate and auditable asset register for all company equipment and tooling, including condition ratings, maintenance history and certification status
- Ensure all assets are maintained, serviced and certified in accordance with regulatory requirements, OEM recommendations and company standards
- Manage inventory of equipment, tooling, spares and consumables, maintaining optimal stock levels without unnecessary capital tie-up
- Manage the asset lifecycle, including repair vs replace recommendations, capital investment proposals and disposal of end-of-life assets

Reporting

- Produce a monthly Asset Management Report and status dashboard covering fleet status, maintenance compliance, schedule performance and budget
- Ensure all maintenance records, certification documentation and service reports are accurately maintained and accessible for audit
- Communicate asset risks, maintenance requirements and schedule impacts proactively to all relevant stakeholders

KEY MEASURES

- Asset readiness - % of assets operationally-ready on time against agreed project schedules
- Budget performance - maintenance cost centre spend vs. budget; variance within agreed tolerance
- Schedule adherence - workshop labour plan utilisation; mob/demob milestones achieved on time
- Reliability - unplanned downtime/failure rate; reduction in repeat faults year-on-year
- Maintenance compliance - % scheduled maintenance and certification kept current
- Stock accuracy - inventory variance at audit; no stock-outs affecting projects
- Reporting quality - management reports, dashboards and DPRs completed on time and accurately
- Safety - incidents/near misses reported and closed out; audit compliance
- Quality – non-conformance and opportunities for improvements from client, internal and recertification audits

FORMAL EDUCATION

Essential

- HNC/HND or degree-level qualification in Mechanical, Electrical, Marine or Offshore Engineering, or equivalent through demonstrable professional development
- Recognised engineering apprenticeship or vocational qualification (NVQ Level 3 / City & Guilds or

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equivalent) as a foundation

Desirable

- IOSH Managing Safely, NEBOSH Certificate or equivalent
- Formal maintenance management or project management qualification (e.g. AMP, SMRP, APM or equivalent)

EXPERIENCE

Essential

- Experience in an asset management, maintenance management and/or technical operations role within the offshore, subsea or marine sectors
- Proven track record of managing maintenance planning and scheduling across mixed mechanical, electrical and hydraulic equipment fleets
- Experience managing asset mobilisation and demobilisation activities for offshore projects
- Budget management experience — owning a cost centre, preparing forecasts and producing variance reports
- Experience of labour scheduling and resource planning in a workshop or field operations environment
- Familiarity with offshore subsea equipment (tooling, ROV, trencher or equivalent)
- Good organisational and reporting skills; competent in Microsoft Office including scheduling tools

Desirable

- Previous Maintenance Manager, Technical Superintendent or Senior Technical Supervisor experience
- Experience of CMMS (Computerised Maintenance Management System) implementation or administration
- Commercial experience contributing to project cost estimates and tender submissions

KEY BEHAVIOURS

- Commercially aware — understands the link between asset availability, project delivery and business performance
- Highly organised with strong attention to detail across scheduling, cost tracking and documentation
- Strategic thinker — plans ahead and anticipates future asset and resource requirements
- Decisive and solutions-focused, able to prioritise effectively under pressure
- Clear and influential communicator across workshop, project, engineering and senior management audiences
- Proactive in identifying improvements and driving them through to implementation
- Leads by example — sets the standard for technical quality, safety culture and professional conduct
- Adaptable and calm under pressure in a fast-paced, project-driven environment

TRAVEL REQUIREMENTS

Occasional travel may be required for short-term mobilisation / demobilisation support

LOCATION

Onshore based – Blyth

REPORTING LINES

Reporting to

- Technical Director