



# MATERIAL CONTROLLER

USA – Texas – Houston, Full-time

**Nationality:** United States Citizen or Resident

**Employee Status:** Contract

**Travel:** Yes

- Responsible for refusing unsafe work and for carrying out all work in accordance with the established HSES Safety Standards and Work Practices

## REQUIRED EXPERIENCE AND QUALIFICATIONS:

## THE COMPANY

On behalf of notable Offshore client, OSM Maritime is actively seeking Offshore Personnel specifically for Pipe-Lay Vessels.

**Submission Guideline:** Subject line of email must reference the position you are applying for.

- Knowledge and experience in the offshore construction industry with at least 5 years' experience in a similar role (Materials Handling, Warehouse, etc.)
- Minimum 1 year experience offshore
- High school graduate
- Excellent organizational and communication skills with keen attention to detail
- Computer literate, fully conversant with word processing, spreadsheet and email applications
- Knowledgeable in inventory management, procurement systems and report preparation
- Ability to prioritize work and meet deadlines
- Valid Offshore Medical
- BOSIET Training or Equivalent (OPITO approved)
- Fluent both in spoken and written English
- Knowledge of DP vessel operations

## JOB DESCRIPTION:

The Material Controller responsibilities include (but are not limited to):

- Maintaining and reporting on daily tasks, requisitions status and various matters relating to warehouse
- Monitoring the stocks onboard vessel and keep storehouse records
- Packing and marking goods for shipment from the vessel
- Preparing manifest for all shipments from the vessel
- Any duties as may be assigned by Master or Chief Engineer
- Familiarly with Company procedures, including Safety Management System as applicable to his/her duties
- Wearing, inspecting and caring for required personal protective equipment
- Taking part in emergency and occupational onboard training

Where to send your resume  
[Ivor.Radman@osm.no](mailto:Ivor.Radman@osm.no)

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