

An exciting time to become a Petrofac graduate

It's a fascinating field to work in, and as Petrofac is involved across every area of the energy lifecycle, there's plenty of variety. Technical functions to business support, we're looking for graduates that bring the right energy across disciplines, from engineering to IT and Digital, HR, HSE, and Supply Chain.

As a graduate at Petrofac, you will gain a breadth of experience working with world-class experts on some of the most significant energy projects. And of course, you won't do it alone. Your mentors and colleagues will be with you every step of the way, offering advice, guidance, or just a friendly ear when needed.

We are bringing the right energy

We are a leading international service provider to the energy industry, with a diverse client portfolio including many of the world's leading energy companies. Petrofac designs, builds, manages and maintains oil, gas, refining, petrochemicals, and renewable energy infrastructure. Our purpose is to enable our clients to meet the world's evolving energy needs.

Our values – driven, agile, respectful, and open – underpin how we work together, inform the decisions we make, and are fundamental to our future success.

So what's in it for you?

- Challenging hands-on work experience that will broaden your experience and knowledge of our organisation, enabling you to make a real contribution from day one.
- Personal development programmes to develop your interpersonal skills and leadership capabilities.
- Internal, external and on-the-job training opportunities.

The role

Working within the Global Reward team across our business to Reward support:

- Assist in data collection and analytics
- Coordinate with shared services team for data management issues.
- Support the running of the Reward cyclical projects including the annual salary review, gender pay gap reporting, benchmarking, renewal of benefits etc
- Help prepare presentations to senior management on Reward related projects.
- Supporting the D&I strategy and providing Diversity and Inclusion advice to a range of stakeholders.
- Assist on building key dashboards ensuring data accuracy and correct reporting of information.
- Communicate with employees and managers in relation to Reward queries, providing advice and guidance in line with legislation and best practice.
- Build strong working relationships, through regular communications, with managers to understand and assist in meeting ongoing business requirements.
- Supporting Rewards projects with data analysis including visual representations.
- Helping assist in understanding Reward requirements when entering new countries
- Building portfolios of information for use by the wider HR function

Qualification Requirements

Degree or Master's degree.

Essentials

- Ability to work on own initiative to generate ideas.
- Ability to communicate and build relationships with multiple stakeholders at different levels.
- Effective at using Word/Excel/PowerPoint and Outlook to analyse, communicate and present key information from several sources.
- Excellent analytical skills, and ability to think on feet / identify salient points
- Highly proactive and engage fully in the work.
- Ability to prioritise workloads.
- Can work to deadlines.
- Have excellent communication and attention to detail skills.

Desirables

- Understanding and awareness of the Oil and Gas business.
- Previous placement or work experience within the Oil and Gas Industry.
- Some previous knowledge of reward elements – pay, variable pay (short term and long term), benefits, etc. would be an advantage

Company Benefits

- A competitive base salary
- Pension Scheme – Standard Life - 3.5% Employee / 7% Employer
- UK Healthcare – AXA
- Employee Assistance Programme (EAP)
- Permanent Health Insurance (PHI)
- Personal Accident insurance
- Life Assurance (3x Base Salary)
- Cycle To Work Scheme
- Share Incentive Plan (SIP)
- Employee Lifestyle Benefits Scheme
- 28 days plus 8 public holiday entitlement
- Plus, much more

Equal opportunities

We recruit, reward and develop our people based on merit regardless of race, nationality, religion, gender, age, sexual orientation, marital status or disability. We value our people and treat everyone who works for or with Petrofac fairly and without discrimination.

How to apply

If your skills and ambitions match the above and you are eager to bring the right energy to Petrofac, please apply on our website www.petrofac.com/graduate-intake