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| **Leo James Donohue** | Australia 61 468 37 88 88 mobile61 3 971 971 05 homeLjdonohue@primusonline.com.au  |

**Drilling Contracts Engineer**

A mission oriented team player and highly effective contract management specialist with a proven ability to coordinate and implement the drilling and well services contract process, including, contract tendering, contract negotiation and award, and post-award administration. Extensive track record spear-heading contract procurement and full ITT process in accordance with client policies and procedures, to deliver cost effective outcomes. Collaborative, consultative approach to working with, and influencing stakeholders to achieve work program objectives. Strong, hands-on experience and background in drilling and well services operations at field and technical level. Bachelor of Engineering Degree from University of Southern Queensland, Australia, coupled with certification in Contracts Management, Well Services Operations, Production Enhancement, and Personnel and Finance Management. Fluent in English, with advanced literacy in Windows Office suite.

 **Highlights of Expertise**

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| * Contract management and administration
* Contract and tendering strategies
* Post Award Administration
* Budget Administration and Management
* Commercial Awareness & Skills
* Negotiation & Persuasion Abilities
* Consultative Leadership style
 | * Well Operations Management
* Tender development
* Tender evaluation & contract award
* Service Quality Management Focus
* Team Building & Leadership
* Organisational Skills
* Stakeholder Management
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**Career Experience:**

***2005 - August 2017*: KARACHAGANAK PETROLEUM OPERATION, KAZAKHSTAN (Shell, ENI, Chevron, Lukoil Joint Venture):**

*Manage capital service contracts to execute Well Operations Department’s work program, across drilling, completion and well services functions. Drive the full contract cycle from development of contract strategy, implementation of tender process, through negotiation and contract award, and execution, including introduction of improvement initiatives to deliver best practice execution of well operations work program while optimising budget expenditure.*

 ***2013 - August 2017:* CONTRACTS ENGINEER – WELL OPERATIONS DEPARTMENT,**

 **KARACHAGANAK PETROLEUM OPERATION, (KPO), KAZAKHSTAN**

Responsible for Well Operations contract management, spearheading tender invitation process, developing and implementing contract strategies and price structures, and negotiating commercial terms. Interface with sponsor departments to plan contract strategies to full-fill development drilling, well completion and well services work programs.

 **Key Responsibilities:**

* Supported full contract cycle management, developing contract scopes of work, preparing and issuing ITT bid documents, evaluating tender submissions, and conducting commercial negotiations for contract award, across the full range of well operations capital service contracts, including drilling support, completions, and well services work scopes.
* Managed and administered all major drilling and well services capital service contracts, through co-ordination with WEOPS Department operational staff and with contractor management.
* Developed tender evaluation plans and conducted tender evaluations, as part of ITT process, for contract award approval by Tender Board, including conducting negotiation of contract terms and conditions.
* Prepared ITT documents, including scopes of work for more than twelve drilling and well services contracts, including: fracturing/stimulation, cementing, drilling fluids, completion services and equipment, slick-line services, electric logging services, coiled tubing, well testing, X-tree and well-head management services, down-hole robotic tractor services, water treatment, H2S monitoring services, and field logistics and support contracts.
* Coordinated contract start-up and kick-off process to ensure seamless transition from tender phase to contract execution.
* Conducted contract service quality and performance reviews, overseeing contractor service quality improvement program, through adoption of ‘lessons learned’ and ‘best practice’ initiatives.
* Negotiated contract disputes and claims, scrutinised and approved payment of contractor invoices.
* Analysed contract expenditures for cost saving opportunities, to ensure well operations work programs were completed in line with cost estimates.
* Initiated cost management processes and cost reduction programs to achieve client department’s work program objective within budget.
* Prepared and justified contract value and contract term increase submissions.
* Represented Well Operations department at Tender Baord/Contract Procurement Committee meetings, to gain contract award and contract value increase approvals.
* Liaised with Reservoir Petroleum Department and Kazakhstan Authorities to develop and agree contract strategies to deliver well operations work program.
* Supported and fostered Kazakh national companies as part of ROK initiative to increase Kazakh company content in KPO WEOPS work programs.

 ***August 2005 - 2012:* WELL SERVICES SUPERINTENDENT, WELL OPERATIONS**

 **DEPARTMENT, KARACHAGANAK PETROLEUM OPERATION, KAZAKHSTAN**

 Managed Well Services and Completion daily operations in support of multi-rig horizontal

 development well drilling program, work-over program, and intensive well services

 work program, with full technical, operational, budget and contractual responsibility.

 **Key Responsibilities:**

* Managed well services and well completion work programs, including contractor activity planning, technical work program preparation, and operational execution at drilling rig, in support of well operations work program, comprising new well development drilling and completions, well re-completions, side-track drilling operations, and production enhancement and maintenance operations.
* Daily management of cementing, coiled tubing, slick-line, electric logging, completion service and completion equipment supply, well clean-up and well test, well-head/X-tree service, stimulation service, down-hole robotic tractor service, H2S monitoring service, on vertical, highly deviated, and extended-reach horizontal wells.
* Managed contracts for provision of full range of drilling, completion and well services including: coiled tubing, cementing services, completion services and completion equipment supply, electric logging services, slick-line services, well clean-up and well test, well-head/X-tree services, stimulation services, down-hole robotic tractor services, H2S monitoring services, and miscellaneous logistics and support contracts.
* Managed multi-stage, horizontal well completion operations, including high-rate stimulation treatments, robotic tractor conveyed milling and production logging operations, coiled tubing conveyed logging and milling in horizontal well-bores, well clean-up and testing, with hydro-carbon recovery during clean-up phase, electric logging, extensive slick-line interventions, and X-tree maintenance.
* Oversaw technical and operational phases of well completions and well services work programs by managing a diverse team of 38 expatriate and national well-site supervisors, well services and completion engineers, technicians and support staff to develop engineering work program, and to execute well-site operations.
* Managed budget for well completion and well services work programs, with direct responsibility for annual well services budget of USD 60 million.
* Ensured HSE management implementation to achieve Department’s targets, promoting a robust health and safety culture with minimal incidents.
* Improved operational efficiency by implementing a service quality management program, and monitoring quality management system compliance, and developing a "lessons learned" and "best practice" culture into daily field operational activity.
* Managed contract governance and limited company risk by training and mentoring personnel.

**SIGNIFICANT ACHIEVEMENTS:**

 **1.,**  Developed and implemented contract strategy for Well Operations department drilling, completion and well services work programs covering delivery of twelve specific contract work scopes, incorporating national content participation, cost optimisation, and comprehensive work scope coverage.

 **2.,**  Developed and implemented integrated contract strategy for provision of robotic down-hole tractor services (logging, milling) in horizontal well-bores, achieving significant cost optimisation, operational efficiency, and production improvement.

 **3.,** Developed and implemented integrated well clean-up/well test contract incorporating hydrocarbon recovery to production, with well clean-up and waste water treatment, leading to increased hydrocarbon production with reduced greehouse gas emission.

**ADDITIONAL EXPERIENCE:**

 **Operations Engineer** (2004 to 2005) Talisman Energy, Drilling Department, Aberdeen, Scotland – Drilling services support for offshore operations.

 **Cementing Engineer** (2003) ONGC India, Drilling Department, Mumbai, India – Cementing Technical Advisor to drilling department.

 **Well Services Operations Manager** (2001 to 2002) Sonatrach-Baker Joint Venture, Algeria – Well services operations.

 **Country Manager** (1996 to 2000) Schlumberger Well Services, China – well services operational, technical and contract management.

 **Well Services Operations Manager** (1994 to 1995) Schlumberger Well Services, Brunei. Cementing, coiled tubing, stimulation, drilling fluids operational, technical and contract management.

 **Well Services Operations Manager** (1991 to 1993) Schlumberger Well Services, New Zealand. Cementing, drilling fluids, coiled tubing operational and technical management.

 **Field Technical Engineer** (1986 to 1990) Schlumberger Well Services, specialising in cementing, coiled tubing, stimulation services in Middle East, Malaysia, Australia, and PNG.

 **Contracts Engineer** (1981 to 1985) Public Works Department, Northern Territory, Australia – administration of civil construction contracts.

**Education & Credentials:**

Bachelor of Engineering Degree (Agricultural) *University of Southern Queensland, Australia*

*Professional Development*

* Contract Management Certification, Australian Institute of Management, Melbourne, Australia
* Contract Administration Training, Shell FSU Region.
* Production Enhancement Design Course, Schlumberger Training Centre, England
* Personnel Management, Schlumberger, Paris, France
* Finance Management, Schlumberger, Paris, France
* Field Engineer Training Course, Schlumberger Training Centre, England

*Professional Membership* | Institute of Petroleum Engineers, Member

**Referees:**

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6., Andrew Melville Former Contracts Manager, KPO Well Operations, Aksai, Kazakhstan

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