

# TEMPCO JOB DESCRIPTIONS



EFFECTIVE JULY 2013

## **LEASEHAND**

A Leasehand is responsible for assisting with everyday operations of the drilling rig, including setting up and taking down, cleaning buildings and equipment on the lease. A Leasehand may be required to load and unload trucks, dig ditches and assist other crew members as needed. The Leasehand is to report to the Driller or his supervising crew member at all times.

## **FLOORHAND**

The Floorhand is responsible for assisting in setting up and taking down of the drilling rig and equipment, handling, sorting and moving drill tools, pipe, cement and other materials in addition to maintaining a clean and organized work environment. He is also responsible for the manipulation of the sections of pipe or drill stem at the rig floor during drilling. It is the duty of the Floorhand to remove and replace the strings of pipe or drill stem and/or drill bit.

## **MOTORHAND / RIG TECH LEVEL I:**

A Motorhand provides manual labor as required to operate and maintain the rigs diesel and electric engines. The Motorhand orders tools and replacement parts for these engines and is responsible for testing the machinery for operability and safety and is required to clean and maintain engines at all times. They also operate and maintain the boiler systems. Motorhands are responsible for the training, supervising and assisting of other crew members as required.

## **DERRICKHAND / RIG TECH LEVEL II:**

A Derrickhand handles the uppermost section of the drilling string as it is brought from or lowered into the wellbore or drill hole. A Derrickhand oversees some of the machinery on the rig and is responsible for the conditioning of the drilling fluid and the circulation machinery. The Derrickhand spends 25% of his time up in the rigs derrick and plays the lead roll in stacking and guiding pipe as it is tripped in and out or reconnected into the hole. A Derrickhand works with the mud systems, monitors weight and mixes weight properly while reporting any changes. The position requires mixing chemicals, monitoring pump manifolds and most importantly, good communication with the Engineer and the Driller.

## **DRILLER / RIG TECH LEVEL III:**

This position requires the supervision of the crews that perform different tasks on the oil rig according to the regulations of the oil company, making sure that the work of the crew follows all company policies as well as enforcing rules regarding safety and PPE requirements. A Driller must constantly verify the equipment and record the data into a log. Most importantly, the Driller is responsible for the equipment and the safety of his crew members during all operations.

## **RIG MANAGER**

The Rig Manager is responsible for every aspect of the rig operations, including set up, take down and moving, along with the safety of all crew members. The Rig Manager is responsible for daily paperwork and other matters of business pertaining to the Rig. The Rig Manager ensures that the rig operations comply with the environmental and government regulations as well as regulation the production and costs therein.