



2021 ASC Summer Student Program

job opportunities for downtown Houston

Summer Student Opportunities

Work with talented professionals within the energy sector, and enjoy a rewarding experience where openness, knowledge sharing, and innovation are at the very core of everything we do.

To ensure you receive the most valuable experience with Aramco Americas, students will work inside our offices; however, your health and safety are our top priority. We will continue monitoring health and safety metrics and standards to ensure you can be hosted safely.

Technical Services Department

Our Technical Services team is focused on finding technologies that ensure safe, reliable operations that contribute to the success of Saudi Aramco.

Summer Student Engineering Opportunity

Disciplines: Mechanical or Chemical Engineering

The summer student will assist senior engineers in technology scouting, technical assessments, and inspection activities.

This assignment will provide an opportunity to become familiar with searching industry-wide technical standards and identify important design factors such as pressure and temperature ratings, minimum wall thickness, corrosion allowance, and material groups.

Typical activities include:

- Assisting senior engineers in query database of minimum wall thicknesses (w.t.) for valves in accordance with ASME B16.34 that's compared against company specification requirements and other industry standards. A few of the various valve standards and specifications needed for this assignment are listed below:
 - MSS SP-80, MSS SP-67, MSS SP-71, MSS SP-128, MSS SP-110, etc.
 - This database should include the following valve types: gate, globe, check, ball, butterfly, and plug for the following materials: Carbon Steel, Iron, Bronze, etc.

Summer Student Digital Transformation Opportunity

Disciplines: Engineering, with exposure to new technology (Artificial Intelligence, Machine Learning, and Robotics)

The summer student will support Aramco America's digital transformation strategy and initiatives under senior engineers and specialists.

Typical activities include:

- Technology scouting
- Reports development
- Assist Digital Transformation lead engineers

Procurement & Supply Chain Management Department

The Procurement and Supply Chain Management Department (P&SCM) provides efficient, cost-effective procurement, logistics, and materials management services to Saudi Aramco. These services include purchasing, expediting, and export shipping of more than \$120 million worth of materials annually to support the operations of Saudi Aramco. P&SCM also provides logistical services to Saudi Aramco's Project Management Teams and handles domestic and executive purchases.

Summer Student Procurement & Supply Change Opportunity

Disciplines: Supply Chain Management

Summer students will work closely with P&SCM professionals.

Typical activities include:

- Working on Supplier Performance Management Projects to ensure vendors are meeting their targeted Key Performance Indicators and metrics
- Participating in negotiations with suppliers and assisting with expediting placed purchase orders to ensure vendor confirmed delivery dates are met and material is shipped according to Aramco specifications
- Participating in the Ariba System Optimization Project

Human Resources Department

Our Human Resources team provides a range of staffing services, such as recruitment, career development, and other support to strengthen the workforce of Saudi Aramco and its affiliates.

Summer Student Management Information Systems Opportunity

Disciplines: Computer Science, Business, Management Information Systems

The summer student will support leaders with management information system enhancements.

Typical activities include:

- System customization
- Ticketing
- New development

Summer Student Talent Acquisition Opportunity

Disciplines: Marketing, HR, Communications, Business Administration

The summer student will provide support in areas of passive/active candidate sourcing and recruitment-related tasks and assignments.

Typical activities include:

- Supporting recruitment functions throughout the life cycle from candidate sourcing, screening, assisting with interview scheduling/preparation, and relocation/onboarding
- Using existing candidate sourcing tools to identify passive candidates for expatriate and domestic requisitions
- Working closely with Talent Sourcing Advisor to learn Avature CRM and prioritize search projects

Finance Department

Our Finance team provides various services to maintain high-quality, timely, and cost-effective management information and analysis, and a system of effective controls that assists in implementing Aramco Americas' mission and objectives.

Summer Student Accounting Opportunity

Disciplines: Accounting, Finance

The summer student will assist with seasonal administrative and compliant workload.

Typical activities include:

- Corporate Tax - local tax returns and other tax related administrative duties
- Financial Accounting - annual capital asset inventory
- Payroll - assist in transitioning active employee files to an electronic platform

Executive Services Department

Executive Services reports to the Aramco Americas President & CEO and coordinates all VIP visits to North America in general, and to Houston in particular.

Summer Student Executive Events Opportunity

Disciplines: Marketing, Hospitality

The summer student will assist in the development of hospitality cross-cultural events in a corporate

environment.

Typical activities include:

- Assist with possible Summer Event Planning
- Assist with preferred vendor lists for Executive Services' use
- Help with organization and various tasks of Executive Services Department

Public Affairs Department

Aramco Americas Public Affairs serves a dual role in Houston - first to support and advocate the overall business interests of Saudi Aramco in North America, and second to maintain a positive image locally through programs of good corporate citizenship. These efforts complement Saudi Aramco's global reputation as a reliable supplier of energy while promoting important intercultural understanding.

Summer Student Digital Communications Opportunity

Disciplines: Communications, Journalism, Public Relations with an emphasis on digital processes

The summer student will assist in the development of digital communications production within the department's Digital Group.

Typical activities Include:

- Social media/media relations development
- Presentation preparation for Corporate Communications and *AramcoWorld*