



**YOUR JOURNEY  
STARTS HERE...**

**GRADUATE CAREERS IN THE TUBULAR INDUSTRY**



**Relationships are key to our business as our clients rely on the initiative and resourcefulness of our people. Our clients are global, our business is global and our people are global. Join us and start your journey.**

## **WE ARE ...**

Sumitomo Corporation. One of the largest integrated trading groups in the world today, we employ over 63,000 people based in 65 countries and regions.\* Our business activities are diverse and are continually expanding into a varied range of products and services.

We lead the way in Tubular products, sourcing and supplying a wide variety of high grade oil country tubular goods (OCTG), line pipe and specialty tubing in the oil, gas, petrochemical, automobile and boiler manufacturing industries.

## **YOU HAVE ...**

**a flexible attitude:** so changing priorities and workloads don't faze you and you remain positive;

**a curious nature:** to help you learn, share and innovate; and

**great communication skills:** to help you listen, persuade and put your point across.

\*As of 30 June 2018





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**Today Sumitomo is one of Japan's representative business groups with offices based worldwide, forming a global network in order to manage such diverse businesses.**

## **ABOUT US**

*"So I believe that we should care about Mr Masatomo's words of wisdom because they are as true in business today as they were then. Our customers care about these principles today as they did in the past and as undoubtedly they will in the future"*

Paul Massih, VP Contracting & Procurement, Shell International Exploration & Production

### **Sumitomo Corporation**

The origins of the Sumitomo Group date back to the early 17th Century when Masatomo Sumitomo opened a book and medicine shop in Kyoto and our original business principles were formed. Sumitomo's main business actually became copper mining but the principles remained and still exist in today's business world. They are an important aspect of the way in which we conduct business.

The Sumitomo of today is very different. We are an integrated trading company which means we move goods around the world through trade and transportation, efficiently sourcing and supplying the right specialist products for our customers. The businesses we are involved in are diverse and cover finance, insurance, iron and steel, chemicals, heavy machinery, electronics and real estate. Beyond trading we also look for opportunities to invest in new industries and innovations.



Sumitomo Corporation office locations (as of 1 July 2012)

## Mission and Philosophy

As part of the Sumitomo Corporation Group we follow the organisation's Corporate Mission Statement, consisting of the Management Principles and the Activity Guidelines. These are the fundamental and ultimate value standards of the Company.

The Management Principles are the redefinition of Sumitomo's business philosophy, which has been cultivated over its 400 years of business history. The Activity Guidelines stipulate the required behaviour of the Company, its officers and employees and provides the means to realise the Management Principles.

### Corporate Vision

We aim to be a global organisation that constantly stays a step ahead in dealing with change, creates new value, and contributes broadly to society.

### Management Principles

#### Corporate Mission

To achieve prosperity and realise dreams through social business activities.

#### Management Style

To place prime importance on integrity and sound management with utmost respect for the individual.

#### Corporate Culture

To foster a corporate culture full of vitality and conducive to innovation.

### Activity Guidelines

- To act with honesty and sincerity on the basis of Sumitomo's business philosophy and in keeping with the Management Principles
- To comply with laws and regulations while maintaining the highest ethical standards
- To set high value on transparency and openness
- To attach great importance to protecting the global environment
- To contribute to society as a good corporate citizen
- To achieve teamwork and integrated corporate strength through active communication
- To set clear objectives and achieve them with enthusiasm



- **It will be challenging**
- **You will learn from the best**
- **You will be part of something global**

## **WORKING WITH US**

**Here are just some of the reasons why people find Sumitomo Corporation an exciting and rewarding company in which to work.**

**1 Trust.** Based on Sumitomo's business philosophy, we have cultivated the trust of our customers over our many years of operation. This is the most fundamental and valuable asset of our business.

**2 Global Network.** With offices, subsidiaries and associated companies located worldwide, our business network provides a platform for the prompt and secure transfer of goods, funds and information. Our global team of more than 63,000 span 65 countries and regions - join us and join a global network of talented people.

**3 Our people.** We firmly believe our people are our future and are integral to what we do. Key to our business model are the relationships we develop with our customers. This is due to the dedication and drive of our people.

**4 Global Relations.** Our Company has established close and multifaceted relations with over 100,000 business partners around the world across all industries. Within Tubular our clients are global names – businesses you hear about on a daily basis.





**5 Intellectual Capital.** You will have access to a wealth of know-how, experience and information accumulated by our skilled personnel in diverse fields - another important element of our solid business foundation.

**6 Risk Management.** Only an integrated trading company with decades of business experience can expertly manage diverse risks associated with credit standing, market and enterprise operations. We ensure a robust risk management process is in place at all times.

**7 Business Development.** We excel in business creation, which involves identifying promising new products, developing new markets and organising appropriate business operations.

**8 Support.** It's your career and we will support you all the way in developing your skills and experience.



## MEDIA AND ICT



## LIVING RELATED & REAL ESTATE



## MINERAL RESOURCES, ENERGY, CHEMICALS & ELECTRONICS



**Sumitomo Corporation is made up of a number of business units which look after its diverse range of business interests.**

# OUR TUBULAR BUSINESS

As part of the Metal Products Business Unit, Sumitomo Corporation's Tubular products segment supplies a wide variety of high grade oil country tubular goods (OCTG), line pipe and specialty tubing to companies in the oil, gas, petrochemical, automobile and boiler manufacturing industries.

The graduate programme feeds into the Tubular Products unit based in London. Graduates will be given experience in a variety of international locations and ultimately could find themselves working in any one of Sumitomo's tubular businesses around the globe.



**TRANSPORTATION  
& CONSTRUCTION  
SYSTEMS**



**INFRASTRUCTURE**

**METAL PRODUCTS**



*“Shell companies have benefitted enormously from your world class products over the last four decades”*

*“... our licence to operate depends on our ability to operate safely. Your products have our confidence and trust to help us meet these challenges.”*

Paul Massih, VP Contracting & Procurement, Shell International Exploration & Production



# GLOBAL OPERATIONS

**The Tubular division currently operates in North America, Europe, Africa, the Middle East, Asia and the Far East, and counts most of the world's major energy companies amongst its clients.**



**Key:**

● Tubular Head Offices

▭ Tubular Locations

\*as of 30 August 2018





**The training programme will take place over 18 months.**

## **HOW YOU FIT IN**

### **Qualifications**

Individuals with degrees in:

- Business
- Supply Chain Management (SCM)
- Finance/Accounting
- Industrial Engineering
- Related Fields

These people will understand project management, business process analysis, modelling concepts and/or systems development. They will be team players with the potential to advance.

### **The Training Programme**

The training programme will take place over 18 months.

The training will be conducted principally in London, with additional work experience and 'on the job' training in either Houston, Aberdeen or Norway. Upon successful completion of the programme graduates may be assigned to work in any one of our tubular business departments in Europe, or around the world.



## Competencies

As part of the programme, you will be required to demonstrate competencies in certain disciplines, which will then be certified in accordance with the Tubular Business Unit's training matrix.

- Technical, Product & Industry knowledge
- Business Development
- Project Implementation
- Inventory Management
- Logistics
- QA/QC and Auditing
- Business Solutions / Systems Integration
- Business Skills
- People Skills
- Supervisory Skills



## HOW YOU FIT IN

### **The Role**

Graduate trainees will assist business unit managers and consultants in all aspects of development, implementation, and ongoing operation of the integrated supply chain management projects. You will be given assignments designed to fully develop your skill base in the commercial, technical and business process areas of the global OCTG supply business. These initial assignments will prepare you for further development in the business, as well as potentially provide opportunities to move into operations, business administration or sales.





**“The application process was quick and the recruiter was always informative and kept you up-to-date as to your progress. This was impressive as most other recruiters never return a call on the day promised.”**

## **What you'll be doing**

- Analysing business processes and operations to identify opportunities for improvement
- Performing business process mapping
- Generating and maintaining project process documentation
- Performing project operational process audits
- Conducting financial analysis of projects for budgeting and performance monitoring purposes
- Performing global inventory monitoring and coordination including physical stock checking
- Becoming a team member for new project implementations
- In all of the above areas there will be potential for foreign travel to support existing project management teams





**“One of the best parts of the scheme is the support structure available.”**

## **MEET FREDDY**

Who started his journey  
as a graduate



After graduating with an MSci degree in Chemistry, I was actively seeking graduate roles within the oil and gas industry. With limited experience in this industry, the five week intensive training programme at the start gave me a fantastic insight into the inner workings of such a complicated and interesting industry, as well as equipping me with the skills to start contributing to the company from day one. Furthermore, it showed me the importance Sumitomo place on looking after, investing in and developing their employees. I found that I was given responsibility with big clients quickly, with the freedom to carve my own path in my role. Due to the nature of the work at Sumitomo (international and project based), it is vital that you are a flexible person, both with workload and location. Confidence is also key, as right from the start you will be working with people from all over the world and you will have to learn quickly in order to make the most out of such a fruitful experience.

Since joining the company in 2014 I have been lucky enough to live and work in various countries including: Norway, Scotland and most recently, Brunei, in South East Asia, where I spent 19 months as the Inventory Controller of the latest and most extensive Sumitomo supply chain project. When I first arrived the project was in it's infancy, and the team was small, but over the course of my assignment the project quickly ramped up and we had





to manage the transition to a brand new facility where Sumitomo managed everything from rig inspections to full length OCTG threading. My role was incredibly varied, with responsibility for designing and implementing new operational and administrative processes, optimising customer and consignment inventory, planning OCTG threading, forecasting and project reporting among other things. The opportunity to live and work in such a culturally different country and on this incredibly exciting project was fantastic and has acted like a spring board for my Sumitomo career. Now back in London, I have moved away from operations and am currently managing the "Global Framework Agreement (GFA)" we have with our largest customer; it is a very international role and one which is allowing me to develop further, building crucial commercial and management experience.

To summarise, my first four years at Sumitomo have been nothing like what I predicted; it has been far more varied, international and challenging but incredibly interesting and exciting none-the-less. I look forward to seeing what the next four years will bring; it will no doubt be fun!







**Sumitomo Corporation represents a unique opportunity for candidates with the right qualities.**

## **OUR PEOPLE**

### **Your journey starts here**

We combine our rich history and sound management values with a global and progressive outlook which continues to challenge the frontiers of new business development. In doing so, Sumitomo places prime importance on its people and actively encourages them to find new ways of contributing to the overall success of our business.



## Rewards and Recognition

We offer a package that is designed to recognise and reward your performance and to keep you motivated and updated with the latest in business methodology.

Here's a summary of our benefits which we regularly review.

- Competitive salary
- 25 days' annual leave
- Flexible working
- Pension
- Interest free season ticket loan
- Private Medical Insurance
- In house leisure facilities (gym + pool – London office)





**We believe success is achieved not only through business but also by the positive role we play in society.**

## **OUR PEOPLE**

### **Corporate Social Responsibility**

Corporate social responsibility has always been an integral part of our Corporate Vision and we are committed to acting responsibly in how we do business in order to support sustainable development in the communities and environments in which we operate. We will continue to give back to society as a good corporate citizen. Tubular has contributed to a number of activities all over the world.

### **Contributing to youth development programmes through sports**

Keith Football Club Youth Development and Stonehaven Junior Football Club, both based in Aberdeen, develop programmes that provide children with the opportunity to receive football training from qualified coaches and take part in junior league games. This gives them opportunities they might never have had and provides the best opportunity to progress to the highland league ranks.





Stonehaven Junior Football Club



Our sponsorship of Keith Football Club Youth Development and of the Stonehaven junior semi-professional football teams enabled them to purchase new kit for the under-19's football teams.



Of course, football is not just a UK activity and we have also sponsored the Muscat Community Football league.





**Sumitomo has been operating in Baku, Azerbaijan since 2007.**

## **OUR PEOPLE**

### **Supporting our local communities**

As well as providing valuable jobs for the local community in Baku, we make an annual contribution to the orphanage as part of our business commitment.





Taking part in local clear up project

One product promoted by our Food & Lifestyle Business Unit is the Kyowa Filter Unit, which can be utilised for flood protection for rivers. Following the severe flooding in the UK over the recent years, SCEU donated 1,232 Units with a value of over US\$80,000 to the UK's Environment Agency in September 2014. These Units are being deployed in a number of the Agency's flood risk management projects, including the recently completed scheme in the village of Croston, located north-west of Manchester and which has a long history of flooding. The project manager commented, "Your product has been a huge success in Croston."





## What you need to do next

### **1** Do you want to start the journey?

If so, send your CV and covering letter explaining why you are suited to the Tubular Graduate Programme by 31 October 2018. This is your chance to tell us about yourself.

### **2** First Interview

If you are successful in the first stage we will contact you for an initial interview. This will take place over the phone.



### **3 Group Interview and Activity Day**

There are different aspects to the day such as presentations, individual interviews, group activities and an opportunity to socialise. But the main aim is to give you an insight into what it's like at Sumitomo and for us to learn more about you and your strengths.

### **4 Joining**

We will let you know as soon as possible after the group interview and activity day if you have been offered a position. The training programme will start in early June 2019.

Start your journey now, email us at [tubulargrad@sumitomocorp.com](mailto:tubulargrad@sumitomocorp.com)



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