

## Role & Responsibilities

**Position: Electrician**

### Relationships:

- a. Report to: Line Manager
- b. Responsible for: assembling, installing, and maintaining machinery, equipment, and structures according to specifications and blueprints.
- c. Liaison with: All departments

### Key Accountabilities:

1. Install and align machinery and equipment, ensuring they function correctly and safely.
2. Conduct routine maintenance and repairs to ensure optimal performance and longevity of machines and equipment.
3. Inspect finished products to ensure they meet quality standards and specifications.
4. Identify and rectify defects or malfunctions in machinery or equipment.
5. Adhere to safety procedures and guidelines to maintain a safe working environment.
6. Ensure that safety precautions are taken during all activities, including the use of personal protective equipment (PPE).
7. Handle and store materials and components safely and efficiently, maintaining inventory and tracking usage.
8. Collaborate with engineers, supervisors, and other team members to discuss progress, challenges, and potential improvements in the process.
9. Troubleshoot and diagnose issues with machinery or equipment, proposing and implementing effective solutions.
10. Maintain accurate records of work completed, including details of assemblies, repairs, and maintenance activities.
11. Stay updated with new technologies, tools, and techniques related to electric, and participate in training programs to enhance skills and knowledge.

An electrician role is crucial in ensuring the proper functioning of machinery and equipment, ultimately contributing to the efficiency and productivity of the organization.

- Other duties, responsibilities and activities may change or be assigned.

### Additional Duties

- To attend all meetings as required.
- To show commitment to company values in all aspects of your role.
- To act as a positive ambassador for the business.
- I have received and read my Job Description and understand that it acts as a guide only to my duties and responsibilities and is not exhaustive; I agree to undertake any other duties deemed reasonable by the management.

R&Rs approved by: \_\_\_\_\_

Date:

### Essential skills & experience

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- Applicants must have at least 2 years' experience following successful completion of an electrical apprenticeship
- National Trade Card/Certificate
- Prior experience of working on large industrial sites
- An interest in mechanical equipment and some experience maintaining and reacting to mechanical breakdowns is essential.
- MEWP experience not essential but would be advantageous
- Strong knowledge of the installation process, and troubleshooting electrical systems including installing conduit and wirings, motors, instrumentation, recording devices, starters and temporary wiring setups
- Considerable knowledge of electrical and electronic devices, such as circuits, switches, breakers, wiring, and of safety precautions and hazards related to electricity
- Full driving licence and own transport an advantage but not essential.
- Fluent English speaker

## **Interpersonal Skills**

- Well developed formal and oral communication and reporting skills to all levels in an organisation
- Good "relationship" and people-management skills
- Highly organised work approach within a multi-tasking environment
- Ability to remain calm and focused under pressure
- Work as part of a team and also on own initiative

On behalf of the Company

R&Rs approved by: \_\_\_\_\_

Date: