

JOB SPECIFICATION

Position Information	
Job Title	Electrician
Job Grade	C2

Structural Information	
Division	Maintenance
Section	Workshop
Reports to	Maintenance Supervisor

Hierarchical position of Job (Only Job Titles are used)	
Supervisor (Second Reporting Level)	Maintenance Manager
Supervisor (First Reporting Level)	Maintenance Supervisor
Incumbent	Electrician
Subordinates (First level)	None
Subordinates (Second Level)	None
Number of direct reports (own staff)	None

Minimum Requirements	
Minimum qualifications required	<ul style="list-style-type: none"> Electrical Trade Test N2 OR Equivalent. completion of an electrician apprenticeship program preferred. Code EB Driver's License.
Minimum operational experience required	Minimum 3 years working experience as an Electrician preferably in wastewater and water treatment industry

Core Competencies		
Knowledge Safety Practices and Procedures	Communication Skills	Professionalism
Knowledge of Tools and Materials	Housekeeping Skills	Adaptability
Knowledge of the Occupational Health and Safety Act	Prepare and Maintain Accurate Records	Dependability
Knowledge of Electrical and Mechanical Equipment	Knowledge of Pumps and Motors	Team Player

Special Requirements	
<ul style="list-style-type: none"> • Ability to work independently and lead others. • Knowledge of electrical and mechanical equipment. • This position requires a thorough understanding of electrical codes, safety protocols, and the ability to troubleshoot and solve problems effectively. • Computer Literate 	

Job Content	
<ul style="list-style-type: none"> • To perform electrical maintenance and repairs on ERWAT wastewater and Water Treatment equipment. • Develop SOP's and revise when necessary 	

Description of Job	
Key Responsibilities / Deliverables	Functions include but are not limited to per Key Responsibility
Electrical Maintenance	<ul style="list-style-type: none"> • Perform electrical maintenance on all ERWAT sites. • Perform routine maintenance and inspections of electrical systems to ensure their safety and efficiency. • Troubleshoot electrical issues and provide solutions in a timely manner. • Keep up-to-date with the latest industry trends, technologies, and safety practices. • Determine material, tool requirements for the day, and submit requisitions for the purchasing of equipment material to the Supervisor. • Create and load job cards and execute work orders according to planned maintenance schedules • Repair electrical faults or remove and replace non reparable equipment • Carry out routine maintenance on all portable and fixed electrical equipment by performing electrical tests, recording, and reporting on the CMMS. • Implementation of lock out and tag out procedure. • Assist the Mechanical Artisans by connecting and disconnecting electrical equipment to allow for maintenance on mechanical equipment.

Description of Job	
Key Responsibilities / Deliverables	Functions include but are not limited to per Key Responsibility
	<ul style="list-style-type: none"> • Perform the installation of new electrical equipment. • Erecting cable trays when necessary. • Labeling of electrical panels and connecting new equipment. • Maintains workshop equipment, tools, vehicle for the purpose of ensuring the availability and functioning of required items and ensuring safety. • Coordinates with administration and other trades for the purpose of completing projects/work orders efficiently • Coordinates with administration and other trades for completing projects/work orders efficiently. • Responds to breakdowns and emergencies as needed and/or assigned for resolving immediate safety concerns • Maintenance and repairs of substations equipment that includes switchgear and all the associated equipment. • Maintenance and repairs of PLC and SCADA systems as intractable part of the electrical system. • Maintenance and repairs on motor control centers that includes variable speed drives and electronic motor protection systems. • Condition monitoring on LV electrical system. • Perform basic functionality tests after installations. • Suggest and carry out plant modifications after obtaining approval to and following modification process. • Perform standby duties as and when required. • Rigging activities related to tasks. • Hand over operational installations to the client in a safe and clean condition. • Report on work done on findings related to installations and equipment repairs.

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General Responsibility	<ul style="list-style-type: none"> • In performing his/her, duties the incumbent must ensure adherence to Safety and technical standards at all times. • The incumbent must immediately report unsafe installations. • Assist the immediate supervisor with general administrative tasks as may be required from time-to-time. • If required, provide assistance with training of subordinates. • Maintain a clean and organized work environment.

Approved by:	Maintenance Manager Signature: Date
	Executive Manager: Maintenance Signature: Date
Accepted by:	Electrician Signature: Date