



THE EASTERN REGIONAL HEALTH AUTHORITY

POSITION DESCRIPTION

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| 1. JOB TITLE MAINTENANCE TECHNICIAN (ELECTRICAL) | 2. DIVISION <input type="checkbox"/> HEAD OFFICE <input type="checkbox"/> SANGRE GRANDE HOSPITAL | 3. DEPARTMENT FACILITIES |
| 4. ORGANISATIONAL RELATIONSHIP The Maintenance Technician (Electrical) will report to the Facility Coordinator. | 5. NATURE & SCOPE The Maintenance Technician (Electrical) is responsible for performing a variety of skilled and semi-skilled activities in the installation, operation and maintenance of plant and equipment at the hospital and administrative offices. Provides specialist technical expertise in maintenance of electrical installations and equipment throughout the region. | |
| 6. SPECIFIC ACCOUNTABILITIES The Maintenance Technician (Electrical): <ul style="list-style-type: none"> <input type="checkbox"/> Performs scheduled maintenance checks on standby power systems. <input type="checkbox"/> Troubleshoots utility and standby power systems. <input type="checkbox"/> Performs electrical emergency and preventive maintenance and repair duties necessary to maintain assigned facilities in the Region. <input type="checkbox"/> Performs maintenance, repairs and adjustments to medium and low voltage electrical installations and equipment. <input type="checkbox"/> Inspects electrical equipment at all ERHA facilities to determine maintenance, repair, and replacement needs in collaboration with Supervisor and reports safety and fire hazards. <input type="checkbox"/> Assists Supervisor to maintain a manual or computerised maintenance system for the Region. <input type="checkbox"/> Utilizes the manual or computerised maintenance management system to ensure that all operating, maintenance and repair costs are recorded against individual assets. <input type="checkbox"/> Troubleshoots utility and standby power systems in collaboration with Supervisor. <input type="checkbox"/> Performs work in keeping with health and safety regulations, and according to statutory requirement and applicable local and international safety standards and codes. <input type="checkbox"/> Performs any other related work as required by the approved Authority. | | |
| 7. KEY KNOWLEDGE, SKILLS AND ABILITIES <ul style="list-style-type: none"> <input type="checkbox"/> Knowledge of Laws, regulations, guidelines, and codes standards pertaining to operation, maintenance and repair to medium and low voltage electrical installations and equipment in health institutions <input type="checkbox"/> Knowledge of the methods and techniques of plant maintenance as applied. <input type="checkbox"/> Knowledge of local and international safety codes and practices pertaining to health institutions. <input type="checkbox"/> Knowledge of engineering methods, materials, and tools used in the maintenance of electrical installations and equipment in health institutions. <input type="checkbox"/> Ability to read and understand technical manuals and instructions. <input type="checkbox"/> Ability to produce written documents and reports with <input type="checkbox"/> Ability to follow safety procedures. <input type="checkbox"/> Ability to work independently <input type="checkbox"/> Ability to establish and maintain effective working relationships with other employees. | | |
| 8. MINIMUM TRAINING AND EXPERIENCE <ul style="list-style-type: none"> <input type="checkbox"/> Successful completion of an Electrical/Electronics Certificate from an accredited technical institution. <input type="checkbox"/> Possession of a wireman's licence. <input type="checkbox"/> Minimum Two (2) years' experience as an Electrician <input type="checkbox"/> Any equivalent combination of training and experience. | | |

9. SUPERVISORY RESPONSIBILITIES

Not applicable.

10. COMMUNICATION AND WORKING RELATIONSHIP

Internal:

- General Manager-Operations
- Manager-Hospital Administration
- Area Administrative Officer
- Engineering Assistant
- Facility Coordinator
- Primary Health Care Services Administrative Officer
- All members of staff

External:

- Equipment Suppliers