



**DEMERARA HARBOUR BRIDGE CORPORATION  
NON-MANAGEMENT JOB DESCRIPTION**

<b>JOB TITLE:</b>	<b>JUNIOR INDUSTRIAL ELECTRICIAN</b>	<b>LOCATION:</b>	<b>ASPHALT PLANT</b>
<b>REPORTS TO:</b>	<b>SENIOR INDUSTRIAL ELECTRICIAN</b>	<b>GRADE:</b>	
<b>DEPARTMENT:</b>	<b>PLANT OPERATIONS</b>	<b>SECTION:</b>	<b>ELECTRICAL</b>

<b>SUMMARY STATEMENT</b>	Responsible for installing, maintaining and repairing of electrical wiring, equipment, control systems and fixtures at the Asphalt Plant.
<b>J O B  R E S P O N S I B I L I T I E S  D U T I E S  R E Q U I R E D</b>	<b>DESCRIPTION OF DUTIES:</b>
	<b>INSPECTS, MAINTAINS</b> and <b>OVERHAULS</b> electro-mechanical and solid state devices.
	<b>ASSEMBLES</b> and <b>INSTALLS</b> new electrical and electronic equipment, wiring etc.
	<b>PERFORMS</b> regular preventative maintenance to AC and DC motors, control circuit, electronic circuit, lighting systems, power generation and mobile plant.
	<b>CHECKS</b> and <b>SERVICES</b> vehicles. <b>REPLACES</b> battery periodically.
	<b>TESTS</b> and <b>CALIBRATES</b> electrical/electronic systems to ensure that they are operating properly and locate defects.
	<b>DOCUMENTS</b> procedures, work instructions and work orders. <b>MAINTAINS</b> records of repair, calibrations and testing conducted.
<b>REPORTS</b> all electrical problems and safety concerns to Supervisor.	
<b>FOLLOWS</b> safety policies, procedures and rules.	

The above responsibility statements identify specific duties necessary to attain DHBC's overall objectives while not precluding the job holder from carrying out other related activities that may be inherent in the job.

## QUALIFICATIONS PROFILE

<b>JOB TITLE: JUNIOR INDUSTRIAL ELECTRICIAN</b>		
<b>FACTORS</b>		<b>SUBSTANTIATING DATA</b>
<b>1</b>	<b>EDUCATION</b>	Technical certification in Electrical Engineering obtained at the Government Technical Institute or similar institution with up to four years' experience.
<b>2</b>	<b>EXPERIENCE/JOB KNOWLEDGE</b>	Ability to set up standard test apparatus, test equipment and circuitry to conduct functional, operational, environmental, and life tests to evaluate performance and reliability of equipment. Demonstrated ability to perform a wide range of assignments and resolve a wide range of problems.
<b>3</b>	<b>TECHNICAL/ PROFESSIONAL</b>	The Incumbent requires advance skills and expertise to read and interpret diagrams and consult sources to obtain information on characteristics of electrical equipment and to troubleshoot irregularities by testing units and components; looks for problems in complicated electrical grids, isolate the issue and solve it.
<b>4</b>	<b>PROBLEM SOLVING /DECISION MAKING</b>	The Incumbent's decisions are related to the specific operational procedures, processes and activities necessary to satisfy the achievement of targets set, and quality standards. Must be able to identify issues and make corrective measures to fix problems with electrical components.
<b>5</b>	<b>INTERPERSONAL</b>	Contacts are with employees in Departments/ Sections. Contacts outside of the Asphalt Plant may deal with routine queries or exchanges of information.
<b>6</b>	<b>RESPONSIBILITY FOR MATERIALS, CASH, ETC</b>	Responsible for installing, maintaining and repairing of electrical wiring, equipment, control systems and fixtures at the Asphalt Plant.
<b>7</b>	<b>PROCEDURES/ REGULATIONS/ COMPLIANCE</b>	Specific detailed instructions with respect to labour and assembly procedures are provided by the Electrical Engineer.
<b>8</b>	<b>TEAMWORK</b>	The Manager/Supervisor makes specific assignments that are accompanied by clear, detailed and specific instructions. The employees work as instructed. The Manager/Supervisor checks progress and reviews completed work for accuracy, adequacy, adherence to instructions and established procedures.
<b>9</b>	<b>WORKING ENVIRONMENT/ SAFETY OF OTHERS</b>	The Incumbent can be found working inside and outside with exposure to hazardous conditions, equipment and situations which require special safety precautions. Employee must wear safety attire often such as goggles and protective clothing or gear. Works with wires, using hand tools and handling small components requiring manual dexterity. Works with electricity that could potentially produce cuts or burns. Need to get into awkward positions when working in cramped work places.