

ASCENSION ISLAND GOVERNMENT

JOB DESCRIPTION

JOB TITLE: Electrician
TEAM: Repairs & Maintenance
REPORTS TO: Repairs & Maintenance Team Leader (MEP)
GRADE: 5

JOB PURPOSE:

1. To undertake electrical system installation work, together with the maintenance and testing of industrial equipment, medical and domestic appliances. All work to be undertaken in compliance with the current IEE Regulations and in safe manner to meet QHSE requirements. Also assist in the installation of air conditioning/refrigeration units and plumbing
2. To carry out stevedore duties as and when required, this involves working a 12 hour shift and at times weekends.

MAIN DUTIES:

1. To undertake electrical installation work on lighting and power circuits to both industrial, administration and domestic properties
2. To install, inspect and repair industrial and domestic electrical equipment and appliances to include air-conditioning and refrigeration units.
3. To inspect and test electrical installations.
4. To maintain, inspect and repair specialist electrical equipment in the Hospital and Dental Surgery.
5. To maintain, inspect and repair a wide range of plant, equipment and portable tools.
6. To undertake portable appliance testing to ensure all appliances are operating to the safety standard laid down in the Electrical Safety Regulations.
7. To install and maintain electric systems in respect of fire alarms and detection equipment.
8. To follow all guidance in respect of AIG's QHSE processes and procedures.
9. To carry out stevedore duties as and when required.
10. To assist other tradesmen when required and to undertake any other related duties as may be requested by the Team Leader and be willing to work reasonable overtime as required.

RESPONSIBILITIES:

1. To ensure compliance with AIG's QHSE processes and procedures.
2. To learn and be responsible for machinery, when operating, and other specialist equipment (Tools of the Trade).
3. To participate in all training initiatives specific to the post holders duties.
4. To keep daily records of tasks undertaken.
5. To take reasonable care of own and others safety; to co-operate with managers/supervisors in complying with health and safety duties; to report incidents, accidents, faults etc.

PERSON SPECIFICATION:

Essential

1. Must have a reasonable standard of education.
2. At least five years' experience as a competent electrician.
3. A recognised qualification or certificate of competence in electrical installation and maintenance of electrical appliances.
4. An ability to plan and undertake work, using one's own initiative.
5. Must have working knowledge of Health & Safety at Work procedures and requirements.
6. A clean, valid driver's licence for class A, B & C vehicles.
7. To be computer literate.
8. Effective Communication Skills.
9. Time Management Skills.
10. Knowledge of First Aid Practices or willingness to learn.

This Job Description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list.

The Ascension Island Government (AIG) reserves the right to amend this Job Description from time to time, according to operational needs. Any changes will be discussed with you and confirmed in writing. Please note that you share with AIG the responsibility for making suggestions to alter the scope of your duties and improve the effectiveness of your post.