

JOB DESCRIPTION

POSITION TITLE:	<u>AUTO ELECTRICIAN</u>	POSITION HOLDER:	_____
REPORTS TO:	_____	LOCATION:	<u>NADI AIRPORT</u>
DIVISION:	<u>ASSETS & INFRASTRUCTURE</u>	DEPARTMENT:	<u>FLEET SERVICES</u>

Purpose of the Role

The Auto Electrician will be responsible for ensuring functionality and reliability of vehicle Electric components and the smooth running of day-to-day maintenance programs to optimize Fleet Services. The safety of the Fleet Asset and its end users are of utmost priority and this needs to be considered when carrying out any duties associated with this position

Key Accountabilities

1. Maintain and repair Mechanical, Electrical and Electronic systems, and equipment.
2. To undertake electrical inspection of machines, engines, transmissions, vehicle air conditioning etc. and run diagnostic tests to discover functionality in accordance with Manufacturers Guidelines.
3. Be part of running an efficient maintenance operation which can fulfil operational and customer demand and meet set targets.
4. Conduct electrical maintenance of light/ heavy vehicles and equipment in accordance with Manufacturers Guidelines aiming for maximum reliability.
5. Responsible for the safety of individuals of the team and that of those impacted by any maintenance activity.
6. Understand and work in accordance with the company's quality requirements.
7. Perform effective diagnosis of breakdowns and timely repair of equipment to maximize availability.
8. Perform scheduled planned preventative maintenance in accordance with manufacturers requirements to minimize unplanned downtime.

Achievement Factors

- Must meet his/her individual annual KPI that will be evaluated annually to determine performance progress.
- Maintain an appropriate level of skills and monitor technology developments of each model.
- Have thorough knowledge of the principles and practices of vehicle maintenance and repair.
- Assurance of the safety and manufacturers standards to improve availability and reliability.
- To ensure that work sites and facilities are safe and secure, and that appropriate action is taken to rectify deficiencies.
- To assist in the development of quality management principles and apply these effectively to all processes in the relevant.
- To assist in the development of vehicle usage/ limitations awareness in accordance with the manufacturer's guidelines.
- To monitor vehicle usage and report through data gathered during emergency repairs.
- Good understanding of customer expectations and deliverables with an awareness of the impact of failure/cost of poor quality.

SKILLS

- Clean driving record (Group 2) and Valid Defensive Driving.
- Good interpersonal skills and customer focused.
- Good communication skills.
- Be medically and physically fit.

Direct Reports: MANAGER FLEET**Minimum Qualification/Experience Requirements**Essential

- Certificate 4 in Automotive Electrical and Electronics.
- Experience: At least 3 years' experience working as an Automotive Electrician on all makes of vehicles and a clear understanding on the use of Diagnostic Equipment's.

Key Relationships:**Internal:**

The position reports to the MANAGER FLEET

External:

Service delivery to external customers, other field technical staff, engineering staff and project officers.