

Position Description

Vacancy Title: **Plant Maintenance Mechanic**

Location: **Pohnpei**

Reports To: **Maintenance Supervisor (v 5.00)**

Objective

The Heavy Plant and Equipment Mechanic will be the lead mechanic, who will be responsible for the plant and equipment used for construction and transportation on the job site, inspecting engines and equipment, carrying out servicing, conducting repairs, and providing routine maintenance to the construction fleet. S/he will provide comprehensive support to the other Site Supervisors and with central support for the Asset Management & Maintenance Office as a whole from time to time. S/he reports directly to the Maintenance Supervisor with dotted line to Site Construction Supervisor/OIC.

Outcomes

Organisational Stakeholders

1. Operations of heavy plant and equipment working at full capacity

- Operation of construction heavy machinery and mechanical equipment
 - Effective preventive maintenance requirements on engines, motors, pneumatic tools, , and completed and maintained by following diagrams, sketches, operations manuals, manufacturer's instructions, and engineering specifications
- Troubleshooting malfunctions are done accordingly
- Sources of problems located by observing mechanical devices in operation, listening for problems using precision measuring and testing instruments
- Repair parts fabricated by using machine shop instrumentation and equipment
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- Delivering and performing of any duties assigned by HOD on a timely manner ensured
- Weekly scheduling of manning according to shifts required

2. Minimising machine downtime

- Effective preventive maintenance requirements on engines, motors pneumatic tools, conveyor systems, and production machines completed and maintained by following diagrams, sketches, operations manuals, manufacturer's instructions, and engineering specifications

3. Efficient support services provided to Production Staff

- Maintenance information provided by answering questions and requests
- Attend to staff complaints regarding any mechanical issue and keeping staff fully informed
- Monitor and attend to the operation of the Machine

4. Resources management

- Maintenance resources conserved by using equipment and supplies as needed to accomplish job results
- Equipment, parts, and supplies inventories managed and maintained
 - Inventory level determined by checking stock regularly
 - Needed equipment, parts, and supplies anticipated
 - Placing and expediting orders ensured and receipts verified

5. Learning and development including awareness on Safety measures

- Technical knowledge maintained by attending educational workshops; reviewing technical publications; establishing personal networks
- All safety program elements, directed towards meeting the plant's Total Incident Rate (TIR) goal established each year by the company participated in, and supported.
 - This includes safety training, inspections, incident investigations, incentive programs, and any other safety-related activities.

6. Organisation values demonstrated at all times

- Company policies and procedures including safety rules and good manufacturing practices adhered to at all times
- Teamwork and good working relationships with managers and work colleagues are ensured
- Commercial confidentiality maintained at all times

Responsibilities - Key Competencies

Competence	Description
Business	
Risk Management	Analyse and manage risk.

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Systems and Procedures	Develop and/or apply procedures to assist the organisation achieve its goals.
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Planning	Deliver results by developing, reviewing or following a work plan, action plan or operational plan.
Resource Management	Deliver results through the efficient and effective allocation and use of supplies , equipment and people.
Systems and Procedures	Develop and/or apply procedures to assist the organisation achieve its goals.
Information Analysis	Make informed decisions by collecting and interpreting data and information
Documentation	Communicate using formal business writing.
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Customer	
Customer Commitment	Demonstrate a commitment to customer service - both internal and external customers.
Quality Focus	Deliver quality.
Commercial Focus	Optimize the commercial viability of the organisation.
Relationship Building	Build beneficial relationships with suppliers and stakeholders.
Quality Focus	Deliver quality.
Organisational Values	Display the organisation's image and value standards.
Commercial Focus	Optimize the commercial viability of the organisation.
Quality Focus	Deliver quality.
People	
Problem Solving	Develop practical solutions to a situation.
Leadership	Utilise a leadership position to influence people and events and to increase performance.
Team Orientation	Work in a team towards a common aim.
Problem Solving	Develop practical solutions to a situation.
Innovation	Use original and creative thinking to make improvements and/or develop and initiate new approaches.
Learning	Develop the competencies of self and others to enhance performance.
Team Orientation	Work in a team towards a common aim.
Facilitation	Assist the progress of work ensuring its timely and effective completion.
Professional	
Technical Strength	Demonstrate knowledge of a specialist discipline.
Compliance	Comply with relevant laws and the policies and procedures of the organisation.
Technology Application	Apply technology.
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Operational	
Equipment Operation	Control the operation of specialised equipment, plant or vehicles to satisfy the demands of the assignment.
Maintenance	Monitor and/or maintain equipment, plant or vehicles in sound operating order.
Health and Safety	Establish and maintain a safe and healthy work environment.
Stock Control	Acquire and monitor stock to meet business needs
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Qualifications

Qualification	Discipline	Notes
Preferred		
Trade Certificate	Mechanical Engineering	

Work Knowledge and Experience

Experience in Health, Safety and Environmental compliance

Must be computer literate (System used: Microsoft Office and Microsoft Outlook)

Understanding of full range of equipment used by organisation

Understanding of maintenance operations

Proven work experience as a diesel or heavy equipment mechanic (preferably 5 years or more)

Extensive knowledge of diesel engines, gasoline engines and construction equipment

Ability to work after-hours if required

Good communication skills

Understanding of Computer testing technologies

Requirements

Language Proficiency

Excellent command of English

Regulatory Compliance Requirements

First Aid Certificate

Relevant certifications, registrations, and licenses may be required.

Other Required Requirements

No other required items found.

Interactions

Type	Interaction	Comments
Internal		
	Management Team	
	Maintenance Team	
	Project Teams	
	Construction Team	
External		
	Regulators	
	Suppliers	
	Customers	

Attributes

Behavioural Styles

Achiever Puts in effort to achieve a desired result or goal and is motivated by this end and the overall accomplishment.

Integrity Adherence to moral and ethical principles; soundness of moral character; honesty.

Reliable Is able to be trusted to do what is expected or has been promised, puts in a great amount of effort believing in the value of work.

Interpersonal Styles

Objective Impartial and honest in dealings with others, eliminating own feelings and view to reach a balanced judgement.
Realistic Shows concern for facts and reality, rejecting the impractical.

Thinking Styles

Initiative Takes action and makes decisions without the help or advice of other people.
Well organised Controls tasks in a well thought out and critical manner.

How To Apply

Application must be submitted online by accessing the following URL: <http://app.hrmonise.com/job/VitalEnergy/PMM> with your CV which must include details of 3 professional referees.

Contact for Enquiries

Contact Name: Kelera Bokini

Contact Email: jobs@maxumisefiji.com

Further Contact Information: +679 773 3137

Closing Date: 02 Oct 2022