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## Position Description

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Vacancy Title: **Maintenance Technician**

Location: **Wailada, Lami**

Reports To: **Operations Manager - Battery Recycling (v 1.00)**

### Objective

The Maintenance Technician will be responsible for machine and equipment reliability in the smelting by ensuring timely repair and service and providing technical expertise and guidance to staff. The position reports to Operations Manager - Battery Recycling , Pacific Batteries Pte Limited, Lami.

### Outcomes

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#### Organisational Stakeholders

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#### 1. Machine Reliability Ensured

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- Preventive and Routine repairing and Maintenance of mechanical equipment ensured
    - routine inspections, troubleshooting and diagnosis conducted on machine and equipments
      - wet scrubber and baghouse system
      - oil supply system working correctly (oil filters, service pumps)
      - rotary furnace and refinery pots
      - pressure
      - oil burners
      - lead ingot casting machine
      - pollution control systems
  - Servicing, repairing, adjusting, and testing machines, devices, moving parts, and equipment that operate primarily on the basis of mechanical principles.
  - Machine breakdowns and service/repair requests attended in a timely manner
    - emergency breakdowns attended to
  - Repair works planned and coordinated on a timely basis to minimize machine downtime
  - Welding and metal fabrication performed as and when required.
  - Root cause analysis of breakdowns carried out and corrective actions implemented.
  - Consultation and technical advice provided as and when required
    - guidance and expert advice provided to management or other groups on technical, systems-, or process-related topics.
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#### 2. Process and Machine Reliability Improvement

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- Procedures to improve the efficiency of the team's work and machine developed and implementation in consultation with management
  - Support and participation in continuous improvement initiatives ensured
  - Risk management procedures and SOP adherence ensured
  - New applications, ideas, relationships and systems designed to improve machine efficiency and product quality
  - Reliability excellence activities supported in Smelting Department
    - mechanical equipment and process issues resolved
    - assistance provided to Engineering Department with improvement projects related to equipment reliability.
    - Maintenance planner assisted in development and modification of maintenance plans
  - Coordination with outside resources such as engineers, service technicians, suppliers, designers, and contractors.
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#### 3. Teamwork and cooperation

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- Cooperation within the team and greater function / department
    - Production team supported
    - Cooperation across functions / departments
  - Constructive and cooperative working relationships with others developed and maintained over time with colleagues
    - Work collaboratively to achieve the set targets and goals
  - Training needs of others identified in liaison with the Operations Manager
    - smelting plant maintenance related training programs developed and conducted
    - On the job trainings provided on equipment operations
  - Guidance and direction provided to subordinates, including setting performance standards and monitoring performance.
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#### 4. Safe work environment ensured and promoted at all times

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- Work place safety is ensured
  - Communication of Safety, Health and Environment to all team members on an on-going basis
  - Occupational Health & Safety systems promoted for zero workplace injury at all times
  - Local environmental regulation is aligned with work place safety on an on-going basis
  - Timely OHS meetings conducted and minutes circulated
- Workplace hazards eliminated at all times
- Systems assist in the identification and elimination of work place hazards on an on-going basis

#### 5. Organisation's image and value standards demonstrated and promoted

- Collaborate with other teams in the organisation for the benefit of the organisation
- Monitor and encourage team members to uphold image and value standards
- Uphold and demonstrate the organisation's image and values

## Responsibilities - Key Competencies

Competence	Description
<b>Business</b>	
Systems and Procedures	Develop and/or apply procedures to assist the organisation achieve its goals.
<b>People</b>	
Team Orientation	Work in a team towards a common aim.
Problem Solving	Develop practical solutions to a situation.
<b>Professional</b>	
Technical Strength	Demonstrate knowledge of a specialist discipline.
<b>Operational</b>	
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.

## Qualifications

Qualification	Discipline	Notes
<b>Desirable</b>		
Trade certificate	General Mechanical and Fabrication	☑ Trade Certificate or Diploma in Mechanical Engineering or Mechanical Fitter

## Work Knowledge and Experience

Well versed with maintenance of air pollution control systems and welding/fabrication experience with stainless steel(SS) and mild steel(MS).

Ability to provide technical and functional supervision over assigned staff and effectively train staff.

Minimum 10 years work experience as maintenance technician or similar role in a battery lead and metal alloy smelting plant and rotary furnace operations

Working knowledge of smelting machines and tools, including their designs, uses, repair and maintenance.

## Requirements

### Language Proficiency

Good Command of English

## Other Required Requirements

1. Increase machine utilization
2. Reduce machine downtime hours
3. Improve machine reliability - timely preventive maintenance
4. Cost Reduction - due to machine downtime, electrical efficiency

## Interactions

Type	Interaction	Comments
<b>Internal</b>		
	Quality Assurance Team	
	Engineering Manager	

Type	Interaction	Comments
	Production Manager	
	Department Employees	
	Operations Manager - Battery Recycling	
<b>External</b>		
	Contractors	
	Suppliers	

## Attributes

### Behavioural Styles

Accountable	Assumes full responsibility for own actions and identifies with the success or failure of own part of the overall work/goal.
Innovative	Devises new and creative ways to do things comes up with original ideas.
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

Self-sufficient and assured	Readily copes with situations without recourse/need of others, showing confidence and belief in oneself and one's own abilities.
Team Oriented	Enjoys being with others as part of a group or team.

### Thinking Styles

Analytic	Able to separate things into their constituent elements in order to study or examine them, draw conclusions, or solve problems.
Holistic thinker	Considers issues/situations as a whole rather than analysing or dissecting the parts.
Initiative	Takes action and makes decisions without the help or advice of other people.

## How To Apply

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## Contact for Enquiries

Contact Name: Human Resources Department

Contact Email: [careers@cjpatel.com.fj](mailto:careers@cjpatel.com.fj)

Further Contact Information: --

**Closing Date: 16 Feb 2025**