

## Position Description

Vacancy Title: Refrigeration and Technical Supervisor

Location: Walu Bay - Suva

### Objective

The Refrigeration and Technical Supervisor will be responsible for leading, directing and coordinating the refrigeration department to optimize performance with regard to safety, productivity and quality. The position will report to the Operations Manager, Iceman(Fiji) Pte Limited.

### Outcomes

#### Organisational Stakeholders

##### 1. Refrigeration Activities and Technical Supervision

- Projects and Department activities coordinated and supervised
  - refrigeration projects supervised ensuring service is delivered within specified scope, timeline and budget
  - technical maintenance activities of Industrial and commercial plant and equipment managed
- Modifications designed and plans and specifications reviewed for new construction to determine compatibility with existing equipment or acceptability of design
- Quality checks conducted of work in progress and upon completion to assure acceptability
- Mentoring and technical assistance provided to technicians and trainees on an ongoing basis
  - solving repair issues and prioritizing assignments.
  - troubleshooting
- Subject matter expert ensuring all personnel are trained and in compliance with required skills to operate equipment and conduct duties relevant to their position.
- Assistance provided on special projects and installations outside of own department.
- Schedules, job sheets, time sheets, PM's maintained
  - generate work orders for the refrigeration team.

##### 2. Department Leadership and Team Management

- Work plans developed (annual, monthly and weekly basis) and work delegated
- Goals set for department personnel and assistance provided in accomplishing objectives
- Staff supervision ensuring workforce that is productive, efficient, motivated and supported
  - Guidance and technical assistance provided
  - Safe, healthy and environmentally aware workforce
- Work collaboratively to achieve the set targets and goals
  - Cooperation within the team and greater function / department
  - Cooperation across functions / departments

##### 3. 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

##### 4. Safe Work Environment Promoted and Ensured

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

### Responsibilities - Key Competencies

Competence	Description
<b>Business</b>	
Planning	Deliver results by developing, reviewing or following a work plan, action plan or operational plan.
<b>Customer</b>	
Customer Commitment	Demonstrate a commitment to customer service - both internal and external customers.
Quality Focus	Deliver quality.
<b>People</b>	

Competence	Description
Team Orientation	Work in a team towards a common aim.
Professional	Demonstrate knowledge of a specialist discipline.

## Qualifications

Qualification	Discipline	Notes
Preferred		
Diploma	Refridgerator	Refrigeration and Aircon

## Work Knowledge and Experience

Demonstrable experience working within the Industrial Refrigeration Sector, with experience in both Industrial and Commercial systems

Must be capable and willing to work any shift and be on 24 hour call for emergency situations as necessary

Considerable knowledge of the design and operation of refrigeration control systems and practices, methods, materials, and equipment used in the service and installation

Experience & strong technical knowledge in Evaporator brands like Luve, Kirby & Patten and Refrigeration machines like Copeland, Kirby & Bitzer.

Strong Communication and delegation skills with ability to train and motivate personnel

## Requirements

### Language Proficiency

Good Command of English

## Other Required Requirements

No other required items found.

## Interactions

Type	Interaction	Comments
<b>Internal</b>		
	Management Team	
	Refrigeration Team	
	Sales Manager	
	Project Manager	
	Engineer	
	Stock Clerk	
<b>External</b>		
	Customers	
	Contractors	

## 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.
Detail oriented	Attends to the small elements of a task/activity, ensuring completeness and accuracy.
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

Consensus seeker	Works to achieve group solidarity and general agreement and harmony.
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**

Decisive	Reaches conclusions, promptly and firmly.
Flexible/Adaptable	Readily accommodates changing circumstances, modifying own behaviour and/or views. Able to adjust easily to new conditions.
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**

##### **Contact for Enquiries**

Contact Name: Sheemal Shivanjini

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

Further Contact Information: --

**Closing Date:** 30 Jan 2026