

## Position Description

Vacancy Title: **Auto Electrician**

Location: **Lautoka**

### Objective

Specializes in electrical systems of vehicles and heavy equipment. This position reports to the Fleet Coordinator - Operations

### Outcomes

#### Organisational Stakeholders

#### 1. Reliable Operation of Fleet Electrical Systems

- Troubleshoot, diagnosing and repairing automotive electrical systems on Company fleet vehicles.
- Downtime minimized through timely diagnostics and repairs.
- Wiring, lighting, ignition, and control systems serviced according to established procedures.
- Performing maintenance on batteries and charging systems.
- Responsibility for performing skilled work in diagnostic and understanding the implications and benefits of it.
- Replacing and installing electrical connectors, relays, fuses, and circuit breakers.

#### 2. Preventive Maintenance Programs Implemented

- Potential electrical faults detected early and resolved before they disrupt operations.
- Scheduled inspections carried out consistently.
- Preventive maintenance routines followed and documented.
- Equipment lifespan extended, supporting uninterrupted forestry operations.
- Inspecting and testing electrical connections and components.

#### 3. Safety and Compliance Standards Upheld

- Ensure safe operations and maintenance of tools, machinery or equipment.
- All electrical work completed in accordance with industry safety standards.
- Repairs and installations executed using approved methods.
- Equipment tested against regulatory benchmarks.
- Compliance with Fiji's road transport and workplace safety regulations will be verified
- Maintain housekeeping as per OHS standards and adhere to company policy and procedures at all times.

#### 4. Operational Efficiency Enhanced Through Technical Expertise

- Productivity improved through optimized electrical solutions.
- Operational costs reduced by integrating energy-efficient components.
- Diagnostic tools utilized to ensure accuracy in fault detection.
- Upgrades and modifications implemented to improve system performance
- Undertake preventive maintenance check sheets, intervals and documentation flow.

### Responsibilities - Key Competencies

Competence	Description
<b>Business</b>	
Systems and Procedures	Develop and/or apply procedures to assist the organisation achieve its goals.
Documentation	Communicate using formal business writing.
<b>Customer</b>	
Relationship Building	Build beneficial relationships with suppliers and stakeholders.
Quality Focus	Deliver quality.
<b>People</b>	
Facilitation	Assist the progress of work ensuring its timely and effective completion.
Problem Solving	Develop practical solutions to a situation.
Negotiation	Reach agreement through discussion and compromise.
<b>Professional</b>	
Technical Strength	Demonstrate knowledge of a specialist discipline.

Competence	Description
Compliance	Comply with relevant laws and the policies and procedures of the organisation.
Technology	Apply technology.
Application	
<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.
Health and Safety	Establish and maintain a safe and healthy work environment.
Stock Control	Acquire and monitor stock to meet business needs

## Qualifications

Qualification	Discipline	Notes
<b>Preferred</b>		
Diploma	Automotive, Electrical Engineering or Electrical and Electronic Engineering	

## Work Knowledge and Experience

- Appreciation and knowledge of safety policies, procedures and requirements
- Good teamwork & interpersonal skills
- At least 10 years' experience in a similar position
- Knowledge of High Voltage (HV) systems, Transformers, HV switchgear, protection systems and switching operations
- Understanding of DC systems, battery banks, inverters and charging systems
- Working knowledge of AS/NZS3000 wiring rules and LV wiring
- Demonstrated knowledge of generator controls and ancillary equipment
- Computer Skills and ability to use MS Excel, MS Word, Power Point Presentation, MS Visio
- Electrical licence or Wiremen Licence and experienced in the use of electrical testing equipment
- Ability to understand and interpret CAD drawings
- Ability to lift up to no more than 50 pounds

## Requirements

### Language Proficiency

- Excellent command of English

### Regulatory Compliance Requirements

- Driver's License
- Relevant certifications, registrations, and licenses may be required.

## Other Required Requirements

- No other required items found.

## Interactions

Type	Interaction	Comments
<b>Internal</b>		
	Management Team	
<b>External</b>		
	Customers	
	Regulators	
	Statutory Authorities	

## 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.
- 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.
- Resilient: Cope positively with stress and catastrophe. Bounces back from setbacks, mistakes or misfortunes.

### Interpersonal Styles

Perceptive	Shows keen insight and understanding of issues or situations.
Team Oriented	Enjoys being with others as part of a group or team.
Forthright	Speaks out frankly without hesitation, showing a direct manner.
Realistic	Shows concern for facts and reality, rejecting the impractical.

### Thinking Styles

Analytic	Able to separate things into their constituent elements in order to study or examine them, draw conclusions, or solve problems.
Disciplined/Systematic	Is controlled in conduct, shows an orderly pattern of behaviour, following a methodical and thorough approach.
Initiative	Takes action and makes decisions without the help or advice of other people.

### How To Apply

If you are interested in joining Fiji Pine Limited as an Auto Electrician and using your skills to support our operations, scan the QR code below or use the link provided to submit your application by Friday, 20 March, 2026.

### Contact for Enquiries

Contact Name: Jone Naqoli

Contact Email: [jnaqoli@tropik.com.fj](mailto:jnaqoli@tropik.com.fj)

Further Contact Information: --

**Closing Date: 20 Mar 2026**