

## Job Description

<b>Job Title</b>	<b>Shift In-charge - Electrical &amp; Automation</b>		
<b>Company/Unit</b>	African Steel Mills	<b>Department</b>	Electrical Maintenance
<b>Level</b>	<b>(to be decided later)</b>	<b>Location &amp; Country</b>	Ikorodu, Nigeria
<b>Reports To</b>	Head – Electrical Maintenance	<b>Team Size</b>	(to be decided later)

<b>Brief Job Description with Purpose of role</b>	
<ul style="list-style-type: none"> <li>As the Shift In-charge - Electrical &amp; Automation, you will oversee electrical and automation systems during assigned shifts to ensure the safe and efficient operation of our manufacturing facility.</li> <li>You will coordinate maintenance activities and troubleshoot electrical and automation issues as they arise.</li> </ul>	

<b>Skills, Experience &amp; Qualifications</b>		
<b>Key Selection Criteria's</b>	<b>Mandatory</b>	<b>Desired</b>
<b>Experience</b>	Min 10 yrs. experience in Electrical Maintenance	15 yrs. of experience
<b>Academic qualification</b>	HND / B.E. in Electrical Engineering	Certification in automation systems or advanced electrical engineering.
<b>Core Functional Experience</b>	<ol style="list-style-type: none"> <li><b>Electrical Maintenance:</b> Minimum 10 years of experience in electrical maintenance in a manufacturing or industrial setting.</li> <li><b>Automation Systems:</b> Experience with automation systems, including PLCs, SCADA, and HMI.</li> <li><b>Preventive Maintenance:</b> Development and implementation of preventive maintenance programs.</li> <li><b>Troubleshooting:</b> Strong ability to diagnose and resolve electrical and automation issues.</li> <li><b>System Integration:</b> Experience in integrating electrical and automation systems with other operational processes.</li> <li><b>Safety Compliance:</b> Ensuring compliance with safety regulations and protocols in all electrical activities.</li> </ol>	

## Key Responsibilities

### 1. Supervision and Coordination:

- Supervise and coordinate electrical and automation maintenance activities during assigned shifts to ensure the reliability and availability of equipment and systems.
- Lead a team of electrical technicians, providing guidance, training, and support to ensure high levels of performance and productivity.

### 2. Inspections and Preventive Maintenance:

- Conduct regular inspections of electrical and automation systems, identifying potential issues and implementing preventive maintenance measures to minimize downtime.
- Develop and implement preventive maintenance programs to enhance system reliability and longevity.

### 3. Troubleshooting and Problem Resolution:

- Troubleshoot electrical and automation problems, diagnose root causes, and implement corrective actions to resolve issues in a timely manner.
- Ensure prompt resolution of equipment malfunctions to reduce production interruptions.

### 4. Coordination with Departments:

- Coordinate with production, engineering, and maintenance departments to schedule maintenance activities, prioritize work orders, and minimize disruption to operations.
- Collaborate with cross-functional teams on projects and initiatives aimed at improving process efficiency, reducing costs, and enhancing product quality.

### 5. Safety and Compliance:

- Ensure compliance with safety regulations and company policies, conducting safety inspections, promoting a culture of safety awareness, and addressing any safety concerns or hazards.
- Maintain a safe working environment by enforcing the use of PPE and adherence to safety protocols.

### 6. Record Keeping and Monitoring:

- Maintain accurate records of maintenance activities, including work orders, equipment history, and spare parts inventory, using computerized maintenance management systems (CMMS).
- Monitor equipment performance and efficiency, analyzing data and implementing improvements to optimize equipment reliability, energy consumption, and overall production efficiency.

### 7. Technology and System Upgrades:

- Stay abreast of advancements in electrical and automation technology, recommending upgrades or modifications to enhance system performance and meet evolving business needs.
- Implement new technologies and methodologies to improve operational efficiency.

Competencies Needed in Role	Level (1 – 5)
<b>A. Behavioral Competencies</b>	
<b>Leadership:</b> Ability to lead and manage a team of electrical technicians effectively.	4
<b>Problem-Solving:</b> Strong analytical skills to identify issues and implement effective solutions.	5
<b>Communication:</b> Excellent verbal and written communication skills for coordinating with cross-functional teams.	4
<b>Attention to Detail:</b> High level of precision in inspecting and maintaining electrical systems.	5
<b>Time Management:</b> Ability to prioritize tasks and manage time efficiently to meet production schedules.	4
<b>Adaptability:</b> Flexibility to adapt to changing operational needs and unexpected breakdowns.	4
<b>Safety Orientation:</b> Commitment to maintaining a safe working environment and ensuring compliance with safety protocols.	5
<b>B. Functional Competencies</b>	
<b>Technical Proficiency:</b> Advanced knowledge of electrical and automation systems used in industrial plants.	5
<b>Maintenance Skills:</b> Proficient in preventive and corrective maintenance techniques.	5
<b>System Integration:</b> Experience in integrating electrical systems with automation processes.	4
<b>Project Management:</b> Ability to manage projects, including feasibility studies and cost analyses.	4
<b>Process Optimization:</b> Skills in optimizing maintenance processes to enhance equipment performance.	4
<b>Documentation:</b> Competence in maintaining accurate maintenance records and logs.	4
<b>Inventory Management:</b> Efficient management of spare parts and consumables to ensure operational readiness.	4