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**JOB SUCCESS PROFILE**

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| **1. JOB DETAILS:** | | |  | |
| JD Code: | Unit# 1/Maintenance-Electrical/JSP-003 | | | |
| Designation: | Sr. Electrician (Foreman) | | | |
| Location: | Unit-1 | | | |
| Grade/Level: | 05 | | | |
| Reports to: | Assistant Manager | | | |
| Department: | Electrical | | | |
| Prepared/ Revised: | Prepared | | | |
| Backup |  | | | |
| **2. JOB PURPOSE:** | | | | |
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| **3. JOB OUTCOMES** | | **KEY PERFORMANCE INDICATORS** | | **CRITICAL SUCCESS FACTORS** |
| 1. Daily round of the plants and the plan for its findings. | | Issuance of Plan | | * Team * Accessories * Layouts |
| 1. Reviews the operation of plant equipment and system constantly to minimize unplanned downtime, anticipate sole problems in a timely manner and to identify opportunities for improvement. | | Reduce Breakdown Time | | * Trained technicians * Tools * Switchgears |
| 1. Responsible to ensure that the workers are giving in the best effort to maintain the standards of company. | | Standardized Working | | * Encourage * Increments * Equipped Tools |
| 1. Troubleshooting and planning in case of plant shutdown. | | Individuals Expertise | | * Trained workers * Planning |
| 1. Responsible to ensure that safety regulations in the workplace are being adhered. | | Individual Responsibility | | * Safety Equipments * Safety Tools * Use of PPE’s |
| 1. Supporting the preparation of reports, analyzes data and assists in making recommendations for improving plant operations and maintenance related problems | | Documentation Control | | * Formats * Educated staff * Stationary |
| 1. Initiative & Innovation management. | |  | |  |

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| **4. JOB SPECIFICATIONS:** | | |
| **Education:** Diploma Holder and can have some vocational training.  **Required/Preferred Experience Required:** 5-10 Years. | | |
| **5. JOB CONTEXT:** | | |
| **Nature of business:** Colors & Chemicals Mfg. (Pvt.) Ltd.  **Timings:** General Shift  **Travel Requirement:** 05% | | |
| **6. COMMUNICATION & WORKING RELATIONSHIPS** | | |
| **Internal Relations:** Within all departments.  **External Relations:** With clients and other exterior related organizations. | | |
| **7. DECISION MAKING AUTHORITY:** | | |
| * He would have decision making on his all the electricians, assistant electricians and helpers and independently trouble shooting authority when needed. | | |
| **8. COMPETENCIES AND INTERPERSONAL SKILLS:** | | |
| * Time Management * Coordination   **TECHNICAL:**   * Knowledge of the approved methods, material, tools and equipment utilized in electrical installation and maintenance work. * Knowledge of electrical motor control circuits, ladder relay logic, process control instrumentation, generators and related electrical distribution systems. | | |
| **Company Mission & Vision Statement :** | | |
| * To offer the manufacturing products and solutions based by applying international standards and best practices of innovation, cost effectiveness and customized products with commitment and dedication on quality, safety, productivity, customer satisfaction and environmental responsibility * To grow globally as the top most leading colors & chemicals associated products manufacturers and scientific solution providers for Pakistan industry keeping innovation as priority & maximum contribution to society. | | |
| **9. APPROVALS:** | | |
| **Head of Department** | **Head**  **HR & OD Department** | **Chief Executive Officer** |
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