



JOB DESCRIPTION

POSITION TITLE:	Maintenance Lead (Electromechanical)
JOB REFERENCE:	ATOL/ MLM 2023/11
REPORTS TO:	Manager Maintenance
SECTION:	Electromechanical, Building and Stores
DEPARTMENT:	Technical & Maintenance

JOB SUMMARY

To be responsible for the proper siting, installation, calibration, maintenance, repair, overhaul, planning and logistics for all electromechanical and allied equipment used by the Company to required standards while reporting to and in collaboration with the Manager Maintenance

PRINCIPAL ACCOUNTABILITIES

- To ensure the organisation of resource maintenance and resource availability for a safe and secure operation of the Passenger Terminal Building.
- To organise work of subordinates under purview.
- To assist management in planning preventive maintenance, corrective maintenance programs including emergency maintenance if required.
- To initiate daily operations procedures and make proposals to improving the Technical activities of the airport.
- To analyse and ensure equipment performance are up to required standards and throughput including intervening on deviations as required
- To evaluate maintenance requirement in collaboration with Maintenance Manager
- To make performance gap analysis in collaboration with Maintenance Manager
- To ensure with electromechanical technical staff by using CCTV display and mobile communications tools that there is no delay in the handling of baggage and depending on flight schedule to prevent baggage jams or delay in boarding.
- Ensure equipment are safely shut down/locked during interventions and cyclone period including resuming aftermath
- To coordinate with the CCO/stakeholders regarding issues for electromechanical equipment
- To participate in the procurement process of required spares and services and ensure adherence to conditions of contracts.
- To monitor the work being undertaken by subcontractors taking necessary remedial actions to ensure full compliance with all relevant standards.
- To assist in defining and submitting the need for maintenance contracts improvement.
- To contact subcontractors abroad whenever necessary as per SOP established
- To assist and collaborate with Manager Maintenance regarding projects

PRINCIPAL ACCOUNTABILITIES

- To ensure the update of all records on the Computerized Maintenance Management System (CMMS) as required.
- To monitor the status of Work orders on CMMS
- To ensure required troubleshooting is done as per standards in required time and ensure no delay in operations of equipment
- To modify and update SOPs for troubleshooting should the need arise
- To control equipment regularly and define the spare parts requirements after consultation with his/her team.
- To verify status and availability of tools, parts, additional equipment required to perform tasks to required standards
- To provide feedback to the person who reported the breakdown/luggage or issue with ELM equipment
- To safe keep and up keep tools and equipment.
- To perform induction training/refresher training for staff on safe use of tools and equipment as required
- To fill all documents and data in the library room.
- To update all records on the Computerized Maintenance Management System as required.
- To ensure that modifications of equipment subject to approval, to the plans and SOPs are done as required
- To ensure that equipment comply to required security, safety and health standards and the latter are followed by teams under their supervision during execution of works
- Drive company vehicle to attend site of work and faults. To operate equipment under team to perform required tasks if required
- To investigate compliance disturbances, violations and to resolve problems according to rules, regulations or terms of contract.

PERSON SPECIFICATION

Knowledge:

- SC or GCE O Level or equivalent
- HSC or GCE A Levels with 3 A levels or equivalent including Physics and Maths
- Bachelor honours degree in Mechatronics Engineering/Mechanical Engineering or equivalent acceptable qualification
- Holder of eligibility certificate with the Council of Registered Professional Engineers of Mauritius
- At least 3 years' experience in construction/design field for complex building hosting public
- Fully computer literate and well versed in MS office packages (word, excel, powerpoint, outlook, etc.)
- Must have a valid driver's licence and maintain an acceptable, safe driving record.
- Experience reading and understanding engineering drawings, blueprints, schematics, and specifications

Skills:

- Fast learner to be able to quickly grasp new concepts/processes
- Able to collaborate with various stakeholders at a time
- Must be a good team player with an impeccable honesty and integrity
- Must be able to manage various customer requirements within agreed timeframes
- Must be well organized and have structured planning skills.

- Have strong analytical, critical thinking, organizational, planning and problem-solving skills
- Must have an eye for detail.
- Must maintain a high level of professional appearance and conduct
- Ability to work at height

Attitude:

- Have the ability and willingness to work within tight deadlines and odd hours including week-ends and public holidays
- Well-groomed and polite attitude towards stakeholders
- Must have a can do attitude and willing to go the extra mile to make things happen

OTHER INFORMATION**How to apply?**

If you believe you have the right profile and can take up the challenge, please send the following documents by registered post **not later than 17 February 2023 at 15h30** local Mauritius time.

1. Motivation letter
2. Full resume/ CV
3. A photocopy of National Identity Card
4. Copies of educational certificates with letters of equivalences from the MQA as applicable.

Applications should be addressed to:

Human Resources Department
Airport Terminal Operations Ltd (ATOL)
Passenger Terminal Building
SSR International Airport
Plaine Magnien
Mauritius

Notes:

- Successful candidates will initially be employed on contract basis for a period of one year with the possibility of permanent employment thereafter based on satisfactory performance.
- Job references should be specified on the envelope and your motivation letter.
- Only the best qualified candidates will be called for the interview.
- Applications received after the closing date will not be considered.
- Canvassing in any form will entail disqualification from the selection process.
- Prior to appointment, successful candidates will be required to undergo a full medical examination to assess their suitability and will also be required to submit a certificate of character as per the Company Policy.
- Applicants should be of Mauritian Nationals.

ATOL reserves the right not to make any appointment following this advertisement without incurring any liability towards any applicant.

An Equal Opportunity Employer