



## VACANCY- FACILITIES MAINTENANCE TECHNICIAN II

Applications are invited from interested and suitably qualified individuals for the position of **Facilities Maintenance Technician II, FortisTCI**, Providenciales, Turks and Caicos Islands.

### Description

- Responsible for performing routine maintenance and repair tasks for all facilities and equipment under the responsibility of the Facilities Management Department and as directed by the department's Manager and Supervisor.
- The Facilities Management Technician I must carry out his facilities maintenance tasks in a sound technical manner in one or more fields (e.g. carpentry; electrical; air conditioning (HVAC); plumbing, general cleaning; etc.) to ensure reliable operation and functionality of equipment.

### Main Duties include:

- Assist in the maintenance of all existing electrical systems 240 volts and below.
- Assist in ensuring that the electrical installations/works meet safety standards in accordance with the National Electrical Code (NEC) and building codes, norms and regulations
- Assist in diagnosing problems and providing solutions when electrical installations and the electrical portions of power supply system show signs of defects or malfunction.
- Executes all routine and emergency maintenance, repair, and installation duties with the guidance of the Supervisor or Manager
- Performs scheduled routine work and preventive maintenance.
- Assists in rectifying problems and properly size electrical loads in accordance with the power supply equipment available and prepare technical reports.
- Reads simple technical drawings schematics and wiring diagrams.
- Along with the supervisor, prepares specifications for electrical equipment, electrical fittings, fixtures, cables, junction box, panels, and electrical technicians' tools.
- Initiates corrective actions to secure satisfactory standards and timely completion of works.
- Assists in the planning, development, and execution of work procedures and schedules.
- Assist with ensuring equipment maintenance; estimate materials for small project requirements.
- Conducts scheduled inspections to detect short circuits and electrical malfunctions.
- Reports electrical faults and submit regular maintenance reports to the Supervisor.
- Perform minor plumbing maintenance (e.g. replacement or repair of leaks in drains and faucets, unclogging of drains, trenching and laying new lines, replacing drain hoses on washers and similar devices, etc.).
- Assists in the maintenance of inventory records of all equipment, tools, spare parts, materials, and maintenance activities.
- Check levels of stocks regularly and recommend placing orders for spare parts.
- Attend and actively participate in all training and development programs stated as requirements by the company and ensure satisfactory achievement outcome.
- Ensure that all Good Housekeeping measures are adhered to throughout the company's premises at all times.

- Ensure compliance to the company's safety policy and procedures and be consistent in the proper use of personal protective equipment (PPE's) when on the company's premises and during the execution of work duties.
- Ensure familiarity and full compliance with the company's EHS policy at all times during the execution of your daily work activities, with particular emphasis to fuel and lube oil spill prevention.
- Be properly and neatly attired in the uniform provided and ensure consistent and appropriate use of all personal protective equipment (PPEs) provided when on plant compound or in the execution of assigned duties.
- Operate company vehicles as required in a manner consistent with company's policy and TCI traffic regulations.
- Be available to respond to emergencies at all times outside of regular working hours, as may be required by plant contingency.
- Follow Supervisors directive and be diligent in correctly execute daily plant site and equipment clean up duties.
- Perform other duties as may be assigned and/or required from time to time.

**Qualifications, Abilities & Skills:**

- Successful completion of a 5 year high school program would be an asset.
- Must have at least 5 years of experience in General facilities repairs and maintenance.
- Basic understanding of electrical, plumbing and carpentry. Post-secondary school qualification in one or more of these areas would be an asset.
- Be familiar with and qualified to operate plant machinery such as forklifts, power tools, test equipment, and hand tools.

**Salary commensurate with experience and qualifications**