

**POSITION DESCRIPTION**

Position: Industrial Electrician  
 Reporting to: Reliability & Optimisation Engineer  
 Direct Reports: Nil

**Key Purpose of Role**

The Industrial Electrician is responsible for providing hands on practical electrical expertise to ensure that all electrical aspects of the plant are maintained for optimal performance.

You will have a strong focus on electrical reliability of control systems, resolve all electrical breakdowns and failures promptly to minimise production downtime and actively participate in preventative maintenance strategies. You will also monitor and review electrical performance, current processes and procedures to identify efficiencies and process improvement opportunities and recommend these to management. You will execute assigned tasks and lead designated projects.

Key Responsibilities	Expected Outcomes
Health & Safety	<ul style="list-style-type: none"> <li>Be committed to a healthy workplace by proactively undertaking responsibilities outlined in the Company’s health and safety policy and procedures and ensuring that all legal, statutory and environmental requirements are adhered to.</li> <li>Ensure that NZ electrical industry standards are adhered to at all times.</li> <li>Ensure that hazards and control measures are reviewed and understood.</li> <li>Ensure machine access strategies are correctly applied in accordance with all safety policies prior to commencing any maintenance work.</li> <li>Complete regular safety compliance audits as required.</li> </ul>
Electrical Performance & Reliability	<ul style="list-style-type: none"> <li>Maintain, monitor and communicate the health status of the electronics, control systems and process instruments to ensure they operate to an expected level of reliability, availability and performance.</li> <li>Adopt a methodical approach to electrical reliability issues, ensuring these are resolved in a timely and cost effective manner to reduce non-performance or unscheduled outages.</li> <li>Complete downtime analysis and adopt appropriate strategies to prevent recurrence.</li> <li>Complete assigned electrical maintenance tasks promptly and efficiently in accordance with best practice industry standards.</li> <li>Ensure that electrical maintenance records are accurately updated.</li> <li>Resolve process reliability and capability issues by re-designing and/or improving operating and electrical maintenance procedures.</li> </ul>
Maintenance Planning	<ul style="list-style-type: none"> <li>Assist with the electrical maintenance planning process as required.</li> <li>Assist with developing strategies to support the maintenance philosophy in order to minimise life cycle costs of electrical control systems.</li> <li>Assist with devising mitigation tactics to reduce the business cost of electrical control system failure.</li> <li>Provide recommendations for replacing obsolete electrical control systems when maintenance is no longer cost effective.</li> </ul>
Continuous Improvement	<ul style="list-style-type: none"> <li>Identify and recommend improvements to maximise resource utilisation and reduce costs associated with providing electrical services.</li> <li>Maintain a future focus and contribute towards ensuring the teams’ goals are</li> </ul>

	<p>aligned with the Company's corporate focus.</p> <ul style="list-style-type: none"> <li>• Provide technical expertise and lead minor changes and capital projects as required.</li> </ul>
Quality	<ul style="list-style-type: none"> <li>• Ensure that high standards of electrical workmanship are completed at all times in accordance with industry best practice, licences and Company policy.</li> <li>• Ensure process instruments are calibrated in accordance with manufacturer's recommendations to guarantee ongoing quality and accuracy of instruments.</li> <li>• Undertake quality checks and audits as instructed.</li> <li>• Maintenance of your own relevant records and documentation, sound root cause analysis and strong focus on preventative maintenance procedures. Compliance with statutory requirements in respect to areas of your responsibility.</li> </ul>
Training	<ul style="list-style-type: none"> <li>• Provide training for contractors to ensure they work in line with the needs and procedures of the Company to achieve efficient electrical maintenance functions.</li> <li>• Oversee and supervise contractors on site.</li> </ul>
Teamwork & Commitment	<ul style="list-style-type: none"> <li>• Develop and maintain positive working relationships with others.</li> <li>• Maintain flexibility and a willingness to perform a variety of tasks, including assisting the production team and providing cover and backup support for others.</li> <li>• Maximise internal customer satisfaction through liaison and provision of high quality services.</li> <li>• Consistently demonstrate positive workplace behaviours.</li> <li>• Comply with policies and procedures at all times.</li> </ul>

## Key Relationships

### Internal:

- Own team
- Otago Operations teams
- Whirinaki Electricians

### External:

- Electrical Contractors

## Person Specification

### Qualification

- NZQA Level 4 Trade Certificate (or similar)

### Experience

- Minimum of 2 years' experience as a NZ registered electrician
- Knowledge of asset management software package preferred
- An appreciation of LEAN manufacturing principles preferred
- Experience with PLC based control systems, particularly in fault diagnostics and process improvement preferred

### Skills/Competencies

- Strong electrical aptitude
- An understanding of PLC and DCS control systems
- Strong focus on delivering cost effective electrical solutions that enhance business competitiveness
- Good interpersonal skills
- Sound written and oral communication skills
- Good diagnostic and troubleshooting skills
- Sound judgement with a tactical and pragmatic team approach to problem solving

- Ability to respond quickly to changes in priorities or urgent requirements when they arise
- Ability to sustain a high level of energy and composure during times of pressure
- Strong work ethic, with a proactive “can do” attitude
- Ability to work with minimal supervision
- Strong health and safety focus

## Pan Pac Competencies.

### Individual Contributor Competencies

- The core competencies that apply to all Individual Contributor roles at Pan Pac.

Results	
<b>Action Oriented.</b>	Taking on new opportunities and tough challenges with a sense of urgency, high energy and enthusiasm.
<b>Drives Results.</b>	Consistently achieving results, even under tough circumstances.
People	
<b>Collaborates.</b>	Building partnerships and working collaboratively with others to meet shared objectives.
Self	
<b>Instills Trust.</b>	Gaining the confidence and trust of others through honesty, integrity and authenticity
<b>Self-Development.</b>	Actively seeking new ways to grow and be challenged using both formal and informal development channels.
<b>Being Resilient.</b>	Rebounding from setbacks and adversity when facing difficult situations.

