

	JOB PROFILE ELECTRICAL SUPERVISOR	DOCUMENT: HUMAN RESOURCES DATA: 19/07/2024 VERSION:
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JOB DESCRIPTION:

- **Professional Area:** Site Management;
- **Position:** Electrical Supervisor;
- **Hierarchical relationships:** reports to the Head of Site Management
- **Functional relationships:** the role involves coordinating with Project Manager, Site manager, subcontractors, Buyers and Expeditors.

POSITION OBJECTIVES:

As an Electrical Supervisor you will be responsible for overseeing the installation, maintenance, and repair of electrical systems in various settings. You will ensure that all work is completed safely, on time, and within budget. You will also be responsible for troubleshooting electrical issues, providing technical guidance, and ensuring that all work meets the highest quality standards.

MAIN ACTIVITIES AND RESPONSABILITIES:

- Supervise and coordinate the activities of electricians and electrical subcontractors;
- Ensure all electrical work is performed in compliance with safety regulations and standards;
- Plan and schedule electrical projects, ensuring timely completion;
- Inspect electrical systems, equipment, and components to identify hazards, defects, and the need for adjustment or repair;
- Coordinate with other departments and contractors to ensure smooth project execution.
- Troubleshoot and resolve electrical issues promptly;
- Prepare and submit reports on project progress and performance. Maintain accurate records of work performed and materials used;
- Ensure compliance with all relevant regulations and standards;
- Handle emergency situations and provide solutions promptly;

PROFESSIONAL EXPERIENCE AND SKILLS

- **Technical Competence:** previous experience in a supervisory role, proven experience (at least 5 years) in electrical systems, troubleshooting and replacement or repair of defective electromechanical equipment, strong knowledge of electrical codes, standards, and regulations, deep knowledge and usage of necessary safety measures in electrical works, including live circuits. Ability to read and understand datasheets of the electrical components, Technical capability to access to the electrical panels with live circuits safely, proficiency in using electrical testing and diagnostic tools;
Plus: Basic capacity on hydraulic systems, Knowledge of medium voltage systems

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- **Software Expertise:** Knowledge networks and Profinet networks, Knowledge of IP CCTV systems
- **Language Skills:** English fluent, French is a plus;
- **Education and Training:** Degree in Electrical Engineering or a related field;

PERSONAL SKILLS AND APTITUDES.

- Organizational capacity;
- Problem Solving ability;
- Ability to work as a team;
- Relationship management skills;
- Precision and attention to detail;
- Ability to verify and control activities;
- Negotiation skills;
- Customer orientation;
- Leadership.