

ELECTRICAL MAINTENANCE SUPERVISOR

PLANT MAINTENANCE/POWER GENERATION

The Electrical Maintenance Supervisor is responsible overall for the Electrical Maintenance Department, the Annual Planned Maintenance Schedule, and the scheduling and execution of all electrical and instrumentation maintenance work on Power Generation [PG] assets. The incumbent plans, schedules and manages the execution of all overhauls on Reciprocating Engines, Gas Turbines and Auxiliary Equipment. The Electrical Maintenance Supervisor is also responsible for developing and managing the Weekly Electrical/Instruments and Controls Maintenance Schedule. The incumbent is responsible for managing the timely procurement and pre-staging of parts required for all outages through supervision of the PG Spares Coordinator. The Electrical Maintenance Supervisor pre-evaluates the need for replacement parts, schedules the planned interruptions in service and develops contingency plans to minimise impact on the Annual Planned Maintenance Schedule.

KEY JOB RESPONSIBILITIES

- Supervise the Electrical Foreman and Instrumentation Technicians in the performance of their individual responsibilities
- Provide the Production Manager with necessary reports on current and future labor fluctuations, equipment modification requirements, problem areas and recommendations, etc.
- Plan and schedule overhauls for Reciprocating Engines, Gas Turbines and Auxiliary Equipment
- Receive and process work requests for Reciprocating Engines, Gas Turbines and Auxiliary Equipment overhauls from Plant Operations and other stake holders
- Evaluate and adjust priority levels as necessary in consultation with initiators
- Dispatch and/or perform visual inspection of structure or equipment identified in the request and determine if additional maintenance work is required
- Estimate requirements for consumables and contingency spares for all overhaul jobs
- Ensure parts are available and/or arrange for parts to be purchased or checked out of Stores and pre-staged for the job
- Estimate man-hour requirements for all overhaul jobs
- Determine crafts and number of people required to perform each job
- Determine requirements for special tools, equipment or services for all jobs and ensure availability
- Determine the need for equipment outages, isolation, external services, clearances and work permits for all jobs prior to performing the work
- Manage weekly planning and scheduling of Electrical and Instrumentation work
- Manage weekly execution of Electrical and Instrumentation work through the Electrical Foremen and I&C Technicians.
- Manage pre-staging, and return of unused spares through ES Store person/PG Spares Coordinator
- Manage return of rebuilt Rotating Assets to stores through ES Store person/PG Spares Coordinator
- Perform job analysis with Electrical Foremen and I&C Technicians to identify sources of non-productive time and develop solutions where needed to improve job execution via better work methods, tools, crew size, sequencing, etc.
- Provide input for training and development
- Provide input for Operating and Capital Expenditure budgets
- Provide input for Annual and Periodic Planned Maintenance Schedules
- Develop, implement and maintain Service Level Standards for all maintenance work [timeframes, priority, categories, etc.]
- Liaise with other departments and external vendors to discuss/improve maintenance activities and resolve issues

KEY JOB REQUIREMENTS

- Associates Degree, Level 4 NVQ, BTEC Higher National Certificate [HNC] or equivalent in Electrical Engineering Technology or other relevant field
- Recognised certification in Work Planning would be an asset
- Minimum of 5 years Industrial Electrical experience
- Experience as an Electrical Maintenance Planner in an industrial environment [preferably in a diesel and gas turbine power plant] is mandatory
- Demonstrated experience working with computerised maintenance management systems [CMMS]
- Proven knowledge of Planned Maintenance Optimisation [PMO]
- Proven experience interpreting drawings and navigate equipment maintenance manuals
- Experience working with enterprise asset management systems. Maximo and SAP experience is an asset
- Knowledge of BELCO's Environment and Health & Safety policies and procedures
- Strong written and verbal communication skills, with ability to communicate with all levels of the organisation, regulatory agencies and/or contractors
- Excellent decision making capabilities, is able to utilise industry and support system knowledge
- Excellent project management and analytical skills
- Excellent computer skills using all Microsoft Office software
- Strong attention to detail and accuracy

Interested applicants may submit a cover letter and current resume to:

EMAIL: recruitment@belco.bm

CLOSING DATE: Wednesday, August 28, 2019

The Ascendant Group of Companies are drug, alcohol and smoke free environments. The Company requires all successful applicants to pass a pre-employment drug and alcohol screening prior to an offer of employment.

441 295 5111

P.O. BOX HM 1026
HAMILTON, HM DX
BERMUDA

27 SERPENTINE RD
HAMILTON, HM 07
BERMUDA

BELCO.BM

BELCO