



CAREER OPPORTUNITY / VACANCY

Job Title	:	Mechanical Project Technician
Department	:	Maintenance Department
Employment Type	:	Permanent
PURPOSE OF THIS POSITION		
<p>The incumbent will provide a key service to the Engineering department by ensuring that all project work is planned and executed timeously, safely and within budget constraints. The incumbent will be responsible for organizing and controlling all elements of projects from initiation and pre-feasibility study phases to handover and close out. This will include new or Plant modification tasks. Project disciplines will include, but will not be limited to, electrical, mechanical, instrumentation, and civil disciplines or combination thereof. It is also expected that the incumbent will manage a team of dedicated internal employees as well as external contractors. Should there be a reduction in project related tasks, the incumbent will revert to the Maintenance department as a Maintenance Technician.</p> <p>Productivity</p> <ul style="list-style-type: none"> • Implementation and project management in the electrical, mechanical, instrumentation and civil disciplines or combination thereof. • Project planning, scheduling, costing and risk mitigation • Feasibility studies and ROI calculations • Solution selection, proposal writing and development • Generate scope of work documentation • Quotation requests, reviews, cost benchmarking and negotiation • Management of subordinates and vendors • Reviewing vendor documentation in the form of schedules, datasheets, calculations, drawings, fabrication procedures • Project execution both internal (utilizing dedicated resources) and external (contractors) • Site supervision and quality control • Liaising with stakeholders • Project reporting at all stages including document control and filing • Initiation of projects based on Plant inspections • Manage resource utilization • Produce, implement, and review contract specific preventive, predictive, and corrective maintenance plans • Facilitate procurement process • Manage all invoicing aspects wrt suppliers/contractors 		



Cost

- Cost estimates
- Budgeting
- Cash flow predictions
- Cost control
- Resource utilization and management of subordinate overtime
- To aid with setting and managing the department's budget.
- To ensure the most cost-effective repairs / modifications are undertaken.
- To monitor energy consumption and recommend improved methods/technologies
- To implement Continuous improvement projects.
- To assist the operations wherever necessary to improve the cost base.

Housekeeping & Safety

- Ensure that the housekeeping is always at an exceptional level.
- Ensure that any unsafe practice is identified and reported immediately.
- Ensure that all Contractors comply with SHEQ standards and procedures at all times.
- Ensure that any unsafe condition is identified and reported immediately.
- To comply in all respects with government legislation regarding all mechanical and electrical installations.
- To ensure relevant procedures are drawn up, implemented and maintained.
- To actively participate in the operations safety programme.
- To stay abreast of all relevant legislation.
- To ensure a zero-injury rate is achieved.
- To ensure the integrity of all safety devices on all machines and equipment.
- To ensure that all installation work undertaken must meet accepted standards and to comply at all times with the OSH Act and regulations .
- To maintain the appointed Championship.
- To identify and report potential risks or issues concerning machines, equipment or personnel that could lead to financial or operational damage.

People Management

- To manage the personnel within the department with respect to discipline, attendance, leave, overtime, training and personnel development plans.
- To set and monitor objectives for sub-ordinates.
- To encourage team based work structures to enhance the working environment.
- To set a strong example of leadership by motivating personnel to optimize individual performance levels.
- To assist with the development of the work place skills plan.
- To foster healthy relationships within the operation with respect to industrial relations.
- To comply with the company's policies at all times



Quality

- To ensure that all machines and equipment are in good working order to prevent quality defects.
- To ensure that workmanship is of a high calibre preventing rework and unnecessary downtime.

EDUCATIONAL REQUIREMENTS

- National diploma, B degree, BTech or relevant NQF7/8 qualification
- Work experience in an engineering field as a Project Technician is essential
- Ideal: 2 years in a Project engineering environment with maintenance knowledge as well as a BTech Mechanical

REQUIREMENTS - EXPERIENCE

- Have relevant project and contractor management skills
- Have experience in engineering design
- Have relevant site supervision skills and knowledge
- Have excellent communication skills
- Have a sound technical and multidisciplinary knowledge of the plant and process.
- Have construction and commissioning experience
- Have a sound knowledge of the OSH Act and Regulations
- Have sound knowledge of AC and DC motors, inverters and drives.
- Have sound knowledge of Siemens S5 and S7 PLCs as well as Rockwell Allen Bradley including software and programming (STEP7, TIA portal, etc)
- Have sound knowledge of process instrumentation such as flow meters, consistency transmitters, level transmitters.
- Have sound automation experience.
- Have sound knowledge of pumps, gearboxes, pipes, hydraulics, pneumatics, thermodynamics and strength of materials
- Have a good understanding of a DCS system and control logic
- Have a sound knowledge of transformers, power factor corrections and switch gear.
- Have a good knowledge of process valves, pneumatics and associated control loops.
- Have a good knowledge of Profibus, Profinet and Fibre.
- Exhibit exceptional trouble shooting, fault finding and problem-solving skills.
- To have a good knowledge of a process industry (preferably paper making and paper converting related).
- Be familiar with standards such as PER, ASME, SANS, DIN, API, etc.
- Be willing to work overtime
- Be prepared to assist with day to day activities from time to time especially during shuts and breakdowns.
- Should be able to function as part of an Engineering team
- Should be highly analytical, detail orientated and self-driven
- Be abreast of current technologies
- Be able to work outside normal hours as required.
- Be able to work well under stress and high pressure.



- Ability to take responsibility, ownership and accountability.
- Ability to work independently.

ADDITIONAL REQUIREMENTS

- This is a permanent day shift position in the Engineering department.
- Working hours are 7-5 Mon-Thurs and 7- 2:30 Fri. Overtime may be required.
- This position is graded at level C dependent on experience and qualifications.

APPLICATION FOR THIS POSITION

- Your **CV** must please be submitted **to Shamiel Narrandes** via e-mail: snarrandes@upap.co.za
- Closing date: **30 April 2020**
- Open for all candidates who meet the minimum criteria.