



**CAREER OPPORTUNITY**

<b>JOB TITLE</b>	<b>Electrician Apprentice</b>
<b>COMPANY</b>	<b>UPP</b>
<b>DEPARTMENT</b>	<b>Maintenance</b>
<b>EMPLOYMENT TYPE</b>	<b>Fixed Term Contract</b>
<b>PURPOSE OF THIS POSITION</b>	
<p>To ensure that all machines and equipment are kept in a good and reliable condition, for maximum production at lowest electrical downtime. Overall responsibility is the electrical maintenance and repairs on machines and buildings. Will be required to be available after hours and on standby as and when the situation calls for it.</p>	
<b>JOB TASKS AND RESPONSIBILITIES</b>	
<p><b>Planning and Productivity</b></p> <ul style="list-style-type: none"> <li>- Ensure that maintenance on machines, equipment and buildings are performed on a continuous basis.</li> <li>- Responsible for shutdown work and electrical maintenance on machines.</li> <li>- Attend to breakdowns on machines as soon as possible.</li> <li>- Develop and execute preventative maintenance schedules on electrical equipment</li> <li>- Install, maintain and repair electrical control, wiring, and lighting systems.</li> <li>- Install safety and distribution components (e.g. switches, resistors, circuit-breaker panels etc.)</li> <li>- Prevent breakdown of systems by routinely inspecting and replacing old wiring and insulated cables, cleaning circuits and panels etc.</li> <li>- Troubleshoot electrical issues using the appropriate testing devices and make timely repairs</li> <li>- Perform effective troubleshooting to identify hazards or malfunctions and repair or substitute circuit breakers and other electrical components.</li> <li>- Perform preventative maintenance on electrical systems and components</li> <li>- Repair and replace equipment, electrical wiring, or fixtures.</li> <li>- Connect wiring in electrical circuits and networks ensuring compatibility of components</li> <li>- Prepare and assemble conduits and connect wiring through them</li> <li>- Ensure adequate inventory of necessary supplies and parts</li> </ul>	



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### Health and Safety

- All electrical installation work that is undertaken must meet accepted electrical standards and to comply at all times with the OHS Act.
- Maintain and update legislated registers as required by law i.e. Portable Electrical Equipment, Earth Leakages etc.
- Test electrical systems and components to ensure proper functioning
- Calibrate equipment to provided specifications
- Complete required documentation of repairs and service information as well as job cards

### Safety and Risk Management

- Identification and reporting of potential risks or issues concerning machines, equipment or personnel that could cause financial or operational damage.
- Responsible for the integrity of all electrical safety devices used on all machines and equipment.
- Responsible for good housekeeping and safe working environment in the electrical workshop.

### Subordination

- The apprentice will not be permitted to carry out any maintenance work without the supervision of a qualified artisan
- The apprentice is not permitted to sign off any safety or work permits

## EDUCATIONAL REQUIREMENTS

- Minimum of N2 in trade theory
- Understand basic Health and Safety protocols
- **Must have workshop or institutional training**

## APPLICATION FOR THIS POSITION

- Submit your CV to [snarrandes@upap.co.za](mailto:snarrandes@upap.co.za)
- Proof of qualifications must accompany the application.