



CAREER OPPORTUNITY

JOB TITLE	JNR Fitter & Turner
COMPANY	UPP
DEPARTMENT	Maintenance
EMPLOYMENT TYPE	12-month Fixed Term Contract

PURPOSE OF THIS POSITION

To ensure that that all machines and equipment are kept in a good and reliable condition, for maximum production and lowest downtime. Overall responsibility is the electrical maintenance and repairs at the Paper Factories & Roll factories so that they are well managed and that the support to the operational areas is sustained at an appropriate level to reduce downtime, minimize maintenance costs and ensure optimal asset life. Might be required to be available after hours and perform overtime duties as and when the situation calls for it.

JOB TASKS & RESPONSIBILITIES

Planning & Productivity

- Ensure that maintenance on machines, equipment & tools are performed on a continuous basis and to the right quality standard.
- Responsible for shutdown work and mechanical maintenance on machines.
- Responsible for permanent corrective actions in the event of breakdowns.
- Attend to breakdowns on machines as soon as possible.
- Execute preventative maintenance schedules on mechanical equipment.
- Assist in changeovers of machinery when needed.
- Perform effective troubleshooting to identify hazards or malfunctions and repair or replace parts as needed
- Repair and replacement of equipment including & not limited to bearings, seals as well as occasional machining of shafts and sleeves.
- Motor fitting and alignment including pulley and belt fitting.
- Any other general maintenance tasks that a qualified artisan could reasonably be expected to fulfil.
- Aid senior artisans during shift / day shift maintenance.

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 caliber preventing rework and unnecessary

downtime. Also, to ensure they comply to ISO standards.

Health & Safety

- To comply in all respects with government legislation regarding all mechanical installations.
- To apply LOTO at all times.
- To ensure relevant procedures are maintained.
- To actively participate in the operations safety programme.
- To ensure a zero-injury rate is achieved.
- To identify and report potential risks or issues concerning machines, equipment or personnel that could lead to financial or operational damage.
- Complete required documentation of repairs and service information as well as job cards.

Adhoc

- Assisting with ad hoc tasks and enquiries when required.
- Assisting on shift when required.



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KNOWLEDGE, SKILLS & ABILITIES REQUIRED

- Have excellent communication skills.
- Have a sound technical and multidisciplinary knowledge of the plant and process.
- Have good knowledge on motors, drives, relays, sensors.
- Have good knowledge of motor fitment and connections.
- 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 willing to work overtime and outside normal hours as required.
- Be prepared to assist with day-to-day activities from time to time especially during shuts and breakdowns.
- Should be highly analytical, detail orientated and self-driven.
- Be able to work well under stress and high pressure.
- Ability to take responsibility, ownership, and accountability.
- Be able to work independently.

MINIMUM REQUIREMENTS

1. Fitter & Turner Trade Test certification
2. Knowledge & understanding of paper manufacturing & converting

APPLICATION

- Submit your CV to **Shamiek Narrandes** at snarrandes@upap.co.za
- **Proof of qualifications must accompany the application**