



JOB DESCRIPTION

A IDENTIFICATION INFORMATION

A1 Job title: Supervisor - Telephone

A2 Department/Programme: Factory

A3 Section/Project: Instrumentation

A4 Reports to (position): Supdt – Electronics & Telecommunication

A5 Supervises (Name of Positions): Technicians - TELEPHONE

B JOB DESCRIPTION

B1 Overall purpose of the job.

Key Responsibilities

- To supervise the telecommunication equipment and networks
- To carry out the preventive and breakdown maintenance of Intercoms, EPABX in KSI and the group companies
- To maintain reports and records as per the ISO 9001 2008
- To liaise with communication service providers related to service quality, licencing etc.,

C Knowledge, qualifications & Experience

C1.1 Education:

Minimum of Diploma Holder in Electrical, Electronics and Telecom Engineering.

C1.2 Experience, Skills and Competences:

Good knowledge in Computer and minimum of 3years as Instrument technician in Sugar, power and Distillery plant. Experience in Maintaining ALCATEL Epabx, Panasonic EPABX, Nortel EPABX.

Honest, mature, team player, self-starting initiative, assertiveness, presence, flexibility persistence and consistency.

SAFETY:

To wear protective shoes, helmets, ear protectors and eye protectors, safety belts, Gloves while working on elevated area as per OHS requirement.

Communication Skills:

Should be able to communicate in English and has good knowledge in computer

Analytical Skills:

Interpersonal Skills:

People Skills: