

JOB DESCRIPTION

Post: Artisan (Electrical)

Grade: GLS1

Reports to: Hospital Administrator

Location: Bustamante Hospital for Children

*Also in reference
15/3/93
to be modified*

GENERAL DESCRIPTION OF DUTIES

Under the supervision of the Hospital Administrator, is required to assist in the electrical, preventative and corrective maintenance of the hospital equipment(s).

DESCRIPTION OF DUTIES

1. Under strict supervision uses hand tools and machine to perform electrical repairs and service to building equipment or as assigned by supervisor.
2. Advises Supervisor for service advice or assistance beyond his capability.
3. Assists other Artisans in performing large scale repairs/ adjustments on electrical equipment or building problems.
4. PERFORMS REPAIRS ON THE FOLLOWING
 - (a) Standby Generator
 - (b) Water Pump motor and controls
 - (c) Blower Motor and controls
 - (d) Lighting and Lighting Circuits
 - (e) Circuit Breakers
 - (f) Extractor Fans
 - (g) Wall Ceiling Standing Fans
 - (h) Electrical Stoves
 - (i) Maintenance Equipment
5. Provide technical guidance to subordinate in building and equipment.
6. Overseeing the provision of materials, and security of tools required to support the Maintenance as regard to building and equipment.
7. Ensure that adequate materials are available to subordinate to effectively and efficiently perform maintenance duties.
8. Respond to off duty maintenance call when required.

9. Preparing and maintaining records of all major electrical equipment that needs periodical repairs by Specialist along with the history of repairs and Maintenance Service Contract for each piece of equipment.
10. Perform other related duties as assigned by Hospital Administrator.