



NAURU UTILITIES CORPORATION

JOB DESCRIPTION

Department: DISTRIBUTION

Position: TEAM LEADER LINE CONSTRUCTION

Reports to: POWER DISTRIBUTION MANAGER

Supervises: Linesmen/ Power Line Mechanic and Linemen Foreman

Responsibilities & Accountabilities:

1. Lead and Supervise Teams assigned with daily works plan for distribution network line works.
2. Provides leadership and support to your team, ensuring team and business goals are widely communicated and understood.
3. Accountable and responsible for ensuring you and your team have excellent knowledge of all relevant system, policy and processes and are able to demonstrate the delivery of a first class and considerate service to our customers.
4. Take ownership and accountability for your team delivering consistent high quality customer service, with you leading by examples as their Team Leader.
5. Ensure all training focus is placed on proactive activities to support NUC strategy, and ensuring our staff has the skills and knowledge to resolve issues at first point of contact.
6. Leads to perform Inspections, Testing, Isolation and Maintenance on low, medium and high voltage power distribution equipment.
7. Possess strong understanding of Power Distribution Maintenance & Testing procedures.
8. Maintains and repairs various equipment such as transformers, circuit breakers and switchgears.
9. Read and understand electrical schematics with ability to troubleshoot equipment and systems.
10. Plans and completes construction and maintenance activities during limited plant shut-downs.
11. Maintains daily, weekly and/or monthly reports and inspections as required.
12. Works with and takes direction from the Distribution Manager.
13. Learns, understands, and complies with safety, and other emergency practices.
14. Informs team and superiors of any condition deemed to be unsafe.
15. Learns, understands, and complies with all Company and customer policies.
16. Participates in training directed at increasing job-related skills and to maintain Electrical Certification.
17. Assists in emergencies as needed including emergency calls at non-scheduled hours.
18. Responds in a professional, polite, and helpful manner when dealing with other staff and customers.
19. Ensure all work areas are maintained in a clean, safe and orderly manner at all times.
20. Ensure the appropriate PPE is worn by all Power Distribution staff at all times.
21. Cooperate with NUC management in regards to any duties or requirements imposed on them by relevant Health and Safety legislations and policies and ensure compliance.
22. Carry out duties and responsibilities considered appropriate and relevant by NUC management

PERSONAL SPECIFICATION

Position: Team Leader Distribution Operations

Minimum Education: Trade Certificate or Diploma in Electrical Engineering

Experience: 7-10 years as Power Distribution Foreman or Technician

Skills:

- Language Competency, high written & spoken English
- High level report writing
- Motivating, developing & directing
- Coordination
- Critical thinking
- Service oriented
- Judgement & decision Making
- Monitoring & Testing
- Complex problem solving
- Valid driving License
- Computer literate
- Management.
- On the job training
- Leads by example

Personality:

- Fit & Healthy
- Highly committed and dedicated
- Ability to handle pressure & frustrations
- Team Player
- Positive thinker
- Passion for excellence in service
- Self-starter

Work conditions: Must be able to:

- Work extended hours
- Work as a team
- Handle frustration, pressure/Stress
- Handle unforeseen Weather conditions
- Handle Heavy equipment.
- Provide Immediate service
- Attends to call-outs immediately