



**CAREER OPPORTUNITY**

<b>JOB TITLE</b>	<b>Control &amp; Instrumentation Technician</b>
<b>COMPANY</b>	Universal Paper Manufacturers
<b>DEPARTMENT</b>	Maintenance
<b>PURPOSE OF THIS POSITION</b>	
<p>This position is seen as being a key player in both the corrective and preventative maintenance processes for all our electrical, electronics, instrumentations, and controls across all factories. The incumbent must be able to structure preventative maintenance activities to ensure the optimum life cycle costing for the assets under their care as well as develop upgrade plans, capital expenditure requirements, spares keeping. The incumbent would also be expected to trouble shoot and fault find during breakdowns and offer solutions with respect to the electrical, electronics, instrumentation, and controls across all factories. A high degree of programming and fault finding may be required from time to time but an ability to interact with the different systems we have within the operations is a must. Will be required to do standby and overtime work when instructed to do so.</p>	
<b>JOB TASKS &amp; RESPONSIBILITIES</b>	
<p><b>Planning &amp; Productivity</b></p> <ul style="list-style-type: none"> <li>- Ensure that maintenance on machines, equipment and buildings are performed on a continuous basis and to the right quality standard.</li> <li>- Responsible for shutdown work and electrical maintenance on machines.</li> <li>- Responsible for permanent corrective actions in the event of breakdowns.</li> <li>- Developing inventory lists and ensuring spares are made available.</li> <li>- Develop and execute preventative maintenance schedules on electrical equipment.</li> <li>- To provide technical support to end users, personnel within the Engineering Department and third-party Contractors.</li> <li>- To troubleshoot software, hardware, and electrical problems and find and solve the root causes</li> <li>- To develop new systems and modify and maintain existing systems to ensure optimal performance.</li> <li>- To produce drawings and BOQs.</li> <li>- To manage and implement projects from conception, execution, commissioning to hand over, and ensure objectives are achieved</li> <li>- To ensure downtime objectives are achieved.</li> <li>- To perform scheduled maintenance routines (routine debugging, routine backups, etc).</li> <li>- To ensure corrective actions in the event of breakdowns.</li> <li>- To use RCA methods to ensure permanent repairs and modifications are realized.</li> </ul>	<p><b>Cost</b></p> <ul style="list-style-type: none"> <li>- To aid with setting and managing the department's budget.</li> <li>- To keep close track of related expenditures.</li> <li>- To ensure the most cost-effective repairs are undertaken.</li> <li>- To ensure that spares stock is optimized.</li> </ul> <p><b>Quality</b></p> <ul style="list-style-type: none"> <li>- To aid with setting and managing the department's budget.</li> <li>- To keep close track of related expenditures.</li> <li>- To ensure the most cost-effective repairs are undertaken.</li> <li>- To ensure that spares stock is optimized.</li> </ul> <p><b>Health &amp; Safety</b></p> <ul style="list-style-type: none"> <li>- To ensure relevant procedures are drawn up, implemented, and maintained.</li> <li>- To actively participate in the operations safety programme.</li> <li>- To ensure a zero-injury rate is achieved.</li> <li>- To ensure the integrity of all safety devices on all machines and equipment.</li> <li>- To ensure that all installation work undertaken must meet accepted standards and to comply at all times with the OHS Act.</li> <li>- To identify and report potential risks or issues concerning machines, equipment or personnel that could lead to financial or operational damage.</li> <li>- Complete required documentation of repairs and service information as well as job cards.</li> <li>- Ensure legal compliance &amp; keep records in a systematic &amp; easy to find manner.</li> <li>- Calibrate equipment to provided specifications</li> </ul>

**KNOWLEDGE, SKILLS & ABILITIES REQUIRED**

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| <ul style="list-style-type: none"> <li>- Have knowledge of Siemens control systems both S5 and S7 and TIA.</li> <li>- Knowledge of PLC's and DCS systems is essential.</li> <li>- Knowledge of the paper industry and associated instrumentation would be extremely beneficial.</li> <li>- Knowledge of axis controllers and servo motors would be preferred.</li> <li>- Analysing information and using logic to address work related issues and problems.</li> <li>- Conversant with relative legislation regarding Health and Safety requirements.</li> </ul> | <ul style="list-style-type: none"> <li>- Must be able to trouble shoot through process logic using primarily Siemen's software.</li> <li>- Good knowledge of environmental requirements.</li> <li>- Capacity to work alone as well as work in a team.</li> <li>- Computer literacy: MS Office essential; MS Project beneficial. Conversant with CMMS systems with Shopware exposure a bonus.</li> </ul> |
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**MINIMUM REQUIREMENTS**

1. Min of 2 years' experience in a maintenance function within a process industry with experience in the paper industry preferred or FMCG.
2. Minimum: N3 and Electrical Trade Test (Electrician) or Instrument trade test (Instrumentation mechanician)
3. Ideal: N6 and Diploma in Electrical Process Instrumentation

**APPLICATION**

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