

## POSITION DETAILS

<b>Job Title</b>	Field Operation Officers
<b>Company</b>	Pivotech Company Limited
<b>Department</b>	Power & Energy
<b>Category</b>	Operational
<b>Vacancies</b>	6
<b>Salary</b>	Competitive package (negotiable)
<b>Posted on</b>	05/12/2023
<b>Last date</b>	07/12/2023

## ABOUT US

PIVOTECH is an engineering services company, specializing in O&M services in Electrical, Mechanical, and ICT-related disciplines. PIVOTECH also executes Civil Works and Building contracts both for Governments & non-government institutions. The company has been in existence since 2007 and currently employs 267 permanent staff. The company is ISO compliant in ISO 9001:2015, ISO 14001:2015 and OHSAS 45001:2018 standards.

## CORE JOB DESCRIPTION

Field Operations Officer is responsible for the site Preventative and corrective maintenance, Generator service and optimization at site as per agreed service level agreement. The person shall also ensure that all activities is carried out in regard to SHEQ compliance and ensure conducive working environment for him and his assistant.

## KEY TASKS

- Execute site PM as per SLA
- Ensure proper use of consumables and spares
- Maintain Pivotech provided assets
- Execute site CM
- DATA integrity adherence
- Performing all duties/task as per SHEQ
- Timely escalation of issues found during any activity on site
- Ensure expenditures are reconciled on time

- Ensure the proper service, handling and care of the company standby generator
- Ensure attendance of the GMT/Cluster meetings
- Attend performance evaluation as per Performance Evaluation Procedure

## **EDUCATION**

A minimum of Ordinary Diploma or degree preferably in Electrical Engineering.

## **EXPERIENCE**

At least Four (4) years of related experience.

## **SKILLS & ABILITIES**

- Good analytical and problem-solving skills
- Ability to guide others
- Proactive, Innovative, Attention to detail
- Self-reliance in Site maintenance and other assigned tasks
- Ability to learn quickly
- Ability to work under pressure
- Valid Driver's license(optional)
- Familiar with proper installation procedures for power infrastructure and reticulation at BTS sites.
- Computer literate and familiar with MS word, Power Point, Excel.
- Registered with EWURA and ERB

## **How to Apply:**

1. Subject of your e mail must read "**Application for Field Operation Officer**";
2. Attach your CV and copies of your certificates to [recruitment@pivotechgroup.co.tz](mailto:recruitment@pivotechgroup.co.tz)

## **Deadline:**

Thursday, 07<sup>th</sup> December 2023 at 11:59pm. All applications received after the deadline will not be considered. If you do not hear from us after 14 days since you sent your application means your application was not successful.

## POSITION DETAILS

<b>Job Title</b>	Field Operation Officers- Trainees
<b>Company</b>	Pivotech Company Limited
<b>Department</b>	Power & Energy
<b>Category</b>	Operational
<b>Vacancies</b>	10
<b>Posted on</b>	05/12/2023
<b>Last date</b>	07/12/2023

## ABOUT US

PIVOTECH is an engineering services company, specializing in O&M services in Electrical, Mechanical, and ICT-related disciplines. PIVOTECH also executes Civil Works and Building contracts both for Governments & non-government institutions. The company has been in existence since 2007 and currently employs 267 permanent staff. The company is ISO compliant in ISO 9001:2015, ISO 14001:2015 and OHSAS 45001:2018 standards.

## CORE JOB DESCRIPTION

Field Operations Officer- Trainee is responsible for assisting in site Preventative and corrective maintenance, Generator service and optimization at site as per agreed service level agreement. The person shall also ensure that all activities is carried out in regard to SHEQ compliance and ensure conducive working environment for him and his assistant.

## KEY TASKS

- Execute site PM as per SLA
- Ensure proper use of consumables and spares
- Maintain Pivotech provided assets
- Execute site CM
- DATA integrity adherence
- Performing all duties/task as per SHEQ
- Timely escalation of issues found during any activity on site
- Ensure expenditures are reconciled on time

- Ensure the proper service, handling, and care of the company standby generator
- Ensure attendance of the GMT/Cluster meetings
- Attend performance evaluation as per Performance Evaluation Procedure

## **EDUCATION**

A minimum of Ordinary Diploma or degree preferably in Electrical Engineering.

## **EXPERIENCE**

At least one (1) year of related experience.

## **SKILLS & ABILITIES**

- Good analytical and problem-solving skills
- Proactive, Innovative, Attention to detail
- Ability to learn quickly
- Ability to work under pressure
- Computer literate and familiar with MS word, Power Point, Excel.
- Registered with EWURA and ERB will be an added advantage.

## **How to Apply:**

1. Subject of your e mail must read "**Application for Field Operation Officer-Trainee**";
2. Attach your CV and copies of your certificates to [recruitment@pivottechgroup.co.tz](mailto:recruitment@pivottechgroup.co.tz)

## **Deadline:**

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