



# TEDA TPCO America Corporation

<b>Job Title:</b>	<b>Electrical Engineer</b>	<b>FLSA Status:</b>	<i>Exempt</i>
<b>Department:</b>	Operations	<b>Date Created:</b>	January 2019
<b>Reports To:</b>	Preventative Maintenance Director	<b>Reviewed By:</b>	HR Manager

**POSITION SUMMARY:** Position is responsible for precision adjustment and oversight of repair process for electrical equipment, according to the equipment's regular inspection schedule. Oversees regular maintenance, repair, completion of the tally maintenance record, and ensuring equipment are adjusted within specific parameters.

**RESPONSIBILITIES/ACCOUNTABILITIES:** All personnel are responsible for meeting the Quality Objectives in their position/department. ***Other duties may be assigned beyond the core responsibilities/accountabilities listed below.***

<b>1</b>	35%	Technical treatment and quality control process of the electric equipment.
<b>2</b>	20%	Organizing the relevant Electrical instrument technology and process improvement research.
<b>3</b>	20%	Analyzing and troubleshooting the steelmaking, tube rolling and pipe finishing production solve problems of the equipment electric instrument.
<b>4</b>	20%	Organizing staff's technology skills training. Conducting technical research and participating in relevant equipment modification.
<b>5</b>	5%	Planning, receiving, issuing and managing of the materials needed by equipment maintenance and repair.

**QUALIFICATIONS:** *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The qualifications listed below are representative of the knowledge, skill, and/or ability required.*

1. Bachelor's Degree or above of science and engineering.
2. More than 5 years' experience in Electrical engineering and/or instrumental and mechanical controls work experience.
3. Valid Texas Driver's License
4. Has a comprehensive grasp of local laws, regulations, culture, policy and the department's regulations, operating procedures, and of Arc Flash Hazards, OSHA Standards 29-CFR, Part 1910. Occupational Safety and Health Standards 1910 subpart S (electrical) Standard number 1910.333 specifically addresses Standards for Work Practices and references NFPA 70E.

## **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Ability to effectively deal with other people, especially other Company personnel, to enlist needed cooperation in implementing regulatory requirements.
- Leadership skills to effectively direct trainees while in a training class environment and ability to properly evaluate comprehension and application of subject material.
- Requires initiative, motivation, creativity and ability to understand many areas of expertise.
- Requires effective interpersonal communication skills.
- Ability to work various shifts.
- Ability to handle various projects at the same time in an effective manner.

- Makes judgments or decisions based on measurable or verifiable data.

**PHYSICAL REQUIREMENTS:**

- Ability to work in heat, cold, dust, noise, vibrations and confined space and hazardous conditions.
- Ability to work in a high temperature environment, working high above the ground and work in outdoor environment.
- Normal physical activity includes frequent sitting, standing, and walking in a usual workday.
- Requires frequent bending, stooping, squatting, kneeling, crawling, climbing a ladder and stairs, and reaching above shoulder level.
- Requires employee to occasionally lift and carry heavy objects weighing 50 - 100 lbs.
- Requires occasional twisting when answering the telephone or typing at the computer.
- Requires retrieving files by pulling out and pushing in potentially heavy filing cabinet drawers and other objects.
- Required use of the five senses (hearing, seeing, touching, smelling, and tasting) to perform various job duties.
- Requires employee to use hands, arms, feet, legs, neck and head while performing Company tasks.

**TRAINING EXPECTATIONS:**

- Upon hire, employee will receive necessary rules and regulations.
- Every year in this position staff will attend training and continuing education as required for the position.
- Everyone is responsible for safety.

SIGNATURE: \_\_\_\_\_  
Employee

DATE: \_\_\_\_\_