



Job Description
COMMUNICATIONS, NAVIGATION & ELECTRICAL SERVICES DEPARTMENT
Senior Electrical Officer

Position: Senior Electrical Officer
Department: CNESD
Services: Electrical Services
Salary: G7/1 \$34,438 pa
Term: Contract (3 years)

Position Summary

Reporting to the Principal Electrical Officer, the Senior Electrical Officer performs electrical maintenance across all airport systems, ensuring compliance with civil aviation standards. The role provides technical support, assists in staff supervision, and supports the planning and implementation of maintenance programs to ensure safe, efficient, and reliable electrical operations across all SAA airports.

Duties and Responsibilities

1. Assist in the supervision and planning of work programs to ensure continued compliance with applicable rules and regulations relating to airfield lighting systems and airport electrical infrastructure.
2. Assist in the development, implementation, and monitoring of preventive and corrective maintenance programs for all airport electrical systems, including terminal, operational, and office facilities.
3. Perform fault diagnosis, troubleshooting, and repair of electrical systems and equipment to ensure minimal disruption to airport operations.
4. Ensure the continued maintenance and operational readiness of all SAA generators and associated automatic change-over systems.
5. Assist in the inspection, testing, and maintenance of airfield lighting systems to ensure operational safety and compliance with required standards.
6. Assist in the conduct of regular and periodic training for electrical staff, including induction training for new recruits on all airport electrical systems and facilities.
7. Complete electrical facilities assessments and submit monthly reports on the status and performance of all electrical systems to the Manager – CNESD through the Principal Electrical Officer.
8. Report to the Manager – CNESD and Principal Electrical Officer on any electrical incidents, faults, or occurrences, and assist in identifying corrective actions.
9. Assist in the updating and review of electrical maintenance procedures, manuals, and records to ensure compliance with internal and external reporting requirements.

10. Maintain accurate records of electrical maintenance activities, system performance, and equipment condition.
11. Assist in supporting internal and external audits, including follow-up on audit findings and implementation of corrective actions.
12. Provide technical support and guidance to junior staff and assist in supervising daily work activities as directed.
13. Assist in the planning and implementation of electrical components of capital works and infrastructure upgrade projects as required.

Selection Criteria

1. Hold a relevant tertiary qualification or electrical trade qualification from a recognized and accredited institution. **(Essential)**
2. Minimum of five (5) years of relevant work experience in electrical maintenance and operations. **(Essential)**
3. Sound knowledge of electrical troubleshooting and repair, including PLC and VFD control systems. **(Essential)**
4. Knowledge of generator operations and automatic switching systems. **(Essential)**
5. Ability to communicate effectively with all levels of Management and external stakeholders. **(Essential)**
6. Demonstrated ability to supervise staff and provide technical support. **(Essential)**
7. Experience in maintenance of airfield lighting systems or similar aviation-related electrical infrastructure. **(Desire)**
8. Familiarity with civil aviation regulatory requirements and standards. **(Desire)**
9. Demonstrated ability in report writing and technical documentation. **(Desire)**