

# Maintenance Supervisor

## Transmission & Distribution (T&D)

BELCO is seeking a Maintenance Supervisor to join our Transmission & Distribution (T&D) team. The successful applicant will be responsible for providing end-to-end oversight and supervision of planning, scheduling, execution and delivery of capital refurbishment and maintenance work.

### Key Responsibilities

- Ensure delivery of refurbishment, reinforcement and maintenance work in accordance with prescribed strategies to meet desired targets and operational requirements
- Delegate functional activities to subordinates, while maintaining and supervising staff to ensure personnel and equipment safety
- Identify, prioritise and deliver work to meet operational requirements and Company objectives
- Ensure accurate capture, collection, storage and compilation of field data and asset records to drive capital expenditure and operational improvements
- Identify and track core materials to ensure availability for future works
- Develop and provide comprehensive work packages that effectively guide maintenance and refurbishment work and liaise with Foremen for daily/weekly planning, scheduling and execution of work
- Ensure timely and effective inspection of structures and assets to drive operational improvements
- Adhere to Bermuda's and BELCO's health, safety and environmental rules and regulations
- Determine if special tools, equipment or services are required and ensure availability through quarterly audits
- Manage and track personnel training competency to align with work requirements, inclusive of safety and environment
- Provide and implement recommendations to improve processes that drive efficiency and operational reliability
- Maintain coordination with engineers and consultants regarding design and construction of new assets and provide inputs regarding the maintenance of proposed installations and products
- Accurately track work delivery to improve quality and performance standards
- Contribute to the development of policies, standards, specifications and codes of practice
- Respond to customer and vendor enquiries

### Education, Experience and Skills

- Associate's Degree, Level 4 NVQ, BTEC Higher National Certificate (HNC) or equivalent in electrical engineering technology
- Technical College certificate or City and Guilds Craft certificate (Part II) or equivalent work experience
- Minimum of seven (7) years of experience in electrical operation and maintenance with transmission and distribution systems
- PEMAC Maintenance Management Professional certification is preferred
- Experience with Incident Command System (ICS)
- Prior supervisory experience is preferred
- Knowledge of standard electrical maintenance practices, policies and standards
- Authorised or the ability to become authorised SAP 2 Level
- Strong oral and written communications skills with the ability to liaise with all levels of the organisation and external stakeholders
- Excellent project and time management skills
- Excellent analytical and problem-solving skills
- Experience with personal computers, Microsoft Office applications and trade-related software
- Strong attention to detail and accuracy
- Strong report writing and presentation skills with the ability to present information in a clear and concise manner
- Knowledge of BELCO's Occupational Health, Safety and Environment (OHSE) policies and procedures

*BELCO is a drug, alcohol and smoke free environment. All successful applicants are required to pass a pre-employment drug and alcohol screening prior to an offer of employment.*

 [belco.bm](http://belco.bm)

# BELCO



At Liberty, we hire passionate people who care about doing the right thing for our customers. We are entrepreneurial, creative and outcome-focused. Here, your natural talent and achievements will flourish in an inclusive environment of teamwork, trust and continuous learning. We are always pursuing excellence to exceed our ambitious goals, rewarding both the goal outcome and how we achieve it.