LS03306P
ENERGY SUPERVISOR

Level 6

Reports to (Hierarchical)
Hospital Facility Manager/Logistics Team Leader

Reports to (Functional)
Energy Specialist

Job Family
Logistics and Supply

Main Purpose
Supervising, monitoring and participating in the implementation of the daily energy, HVAC and Cold Chain activities in the project according to MSF standards, protocols and procedures in order to ensure the efficient running of the equipment in energy, HVAC and Cold Chain domain.

Accountabilities
- Managing, organizing and identifying the spare parts, consumables and tools required by the energy, HVAC, cold chain and his/her team, evaluating local providers suitability and placing the corresponding order to ensure on time delivery, cost efficiency and quality. Monitoring incoming and outgoing deliveries of spare parts and consumables and informing the line manager of stock levels on a weekly basis, in order to ensure availability and rationale use as well as a continuous delivery service in the Project.
- Ensuring the check and follow-up of facilities under the line manager's supervision through daily visits to the facilities and reporting any anomalies or problems, evaluation of the rehabilitation needs and following up rehabilitation work according to supervisor's instructions; checking that premises observe security norms and monitoring the consumption of electrical equipment/machines/devices
- Planning together with the line manager the required checks and maintenance activities of energy, HVAC and cold chain systems/set-up according to MSF standards
- Coordinating and leading the logistics team under his/her responsibility which includes daily supervision, monitoring of the quality of work and the definition of each person's task, drawing up their working schedules; organizing and leading team meetings; participating in the recruitment of team personnel and attending logistics meetings and accounting for his activities.
- Managing and following up orders which includes collecting logistics orders coming from different departments or health facilities; drawing up and following up orders according to the procedures in force; providing technical support to the storekeeper, makes local purchases according to MSF supply procedures and ensures reception conditions of freight or arriving material as well as the organization and setting up of materials before its shipment.
- Performing delegated tasks according to his/her speciality and as specified in his/her job description

Education

Essential: Technical diploma in electrical or technical university degree in energy, mechanical and/or electricity domain

Experience

Previous working experience as an electrician required (minimum 2 years’ experience), work as a supervisor position (minimum 1 year experience with electrician)

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