

## Job Descriptions

<b>Job Title:</b>	Electrical Engineer	<b>Salary Grade</b>	SAR 9,000 (Inc All)
<b>Division / Department:</b>	TS- MSS	<b>Employment Type:</b>	Work Visa
<b>Direct Manager:</b>		<b>Duty Hours:</b>	08 Hours / Day, 6 Days / Week

### JOB PURPOSE

*The High Voltage (HV) Electrical Engineer is responsible for the design, operation, and maintenance of high-voltage electrical systems in the power plant. This includes critical assets such as transformers, circuit breakers, switchgear, generators, and power distribution systems. The role ensures the safe, reliable, and efficient operation of all HV electrical infrastructure in compliance with industry standards and regulatory requirements, while supporting the continuous improvement of plant performance.*

### KEY ACCOUNTABILITIES

#### Strategy & Planning

- *Design, specify, and integrate high-voltage systems aligned with plant performance and safety requirements.*
- *Lead the commissioning, testing, and operational readiness of HV electrical systems.*
- *Develop and implement preventive and reliability-centered maintenance (RCM) strategies for HV equipment.*
- *Provide technical oversight on system upgrades, expansions, and new HV installations.*
- *Ensure strict adherence to electrical safety regulations, codes, and industry best practices.*
- *Deliver timely support during emergencies and fault recovery situations.*
- *Maintain accurate technical documentation, compliance records, and performance data.*
- *Identify opportunities for continuous improvement and adopt emerging technologies to enhance system performance.*

### PEOPLE MANAGEMENT

- *Supervise and guide the electrical maintenance team to ensure that goals are met and maintenance activities are executed in line with company standards.*
- *Mentor and train junior engineers and technicians to build technical capabilities and promote safety in culture.*
- *Encourage high team morale and foster a collaborative work environment that supports innovation and ownership.*

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### **BUDGET MANAGEMENT**

- *Support the preparation and oversight of the maintenance budget for HV systems.*
- *Promote cost-effective maintenance practices and optimize use of materials, manpower, and equipment.*
- *Monitor spare parts inventory for HV components and coordinate with procurement for timely replenishment.*

### **TEAM MANAGEMENT**

- *Provide leadership and daily oversight to electrical teams ensuring maintenance and operational excellence.*
- *Assign and prioritize tasks according to team strengths and project urgency.*
- *Promote adherence to organizational people management policies and drive team performance.*

### **POLICIES, PROCESSES, SYSTEMS & PROCEDURES**

- *Ensure compliance with internal policies, standard operating procedures (SOPs), and external regulatory requirements.*
- *Contribute to standardization and continuous enhancement of electrical maintenance practices.*

### **CONTINUOUS IMPROVEMENT**

- *Participate in improvement programs, change initiatives, and innovation projects related to HV systems.*
- *Identify inefficiencies in current processes and recommend data-driven enhancements.*
- *Benchmark best practices and contribute to the development of smarter maintenance workflows.*

### **RELATED ASSIGNMENTS**

- *Perform additional responsibilities and tasks as assigned by the line manager to support operational or project-related goals.*

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### COMMUNICATION & WORKING RELATIONSHIPS

#### Internal:

- *Collaborate with plant operations, mechanical, instrumentation, safety, and project teams to ensure seamless coordination of HV-related activities.*

#### External:

- *Interface with national/regional regulators, contractors, consultants, and equipment OEMs.*
- *Maintain effective communication with HSSE advisors and emergency response teams as needed.*

### QUALIFICATIONS, EXPERIENCE & SKILLS

#### Minimum Qualifications:

- *Bachelor's degree in electrical engineering.*
- *Additional certifications in HV safety, electrical maintenance, or project management are advantageous.*

#### Minimum Experience:

- *5 to 7 years of hands-on experience with high-voltage electrical systems.*
- *At least 3 years of experience in a power plant or energy generation facility.*

#### Technical Skills:

- *Strong expertise in the design, installation, commissioning, and maintenance of HV equipment (e.g., switchgear, transformers, circuit breakers).*
- *Proficient in power system analysis tools such as ETAP, AutoCAD, or similar.*
- *Solid understanding of power generation processes, grid interconnection, and load management.*
- *Skilled in electrical protection systems, grounding, and control systems associated with turbines and generators.*
- *Familiarity with electrical codes (IEC, IEEE, NEC) and safety regulations.*

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### **Soft Skills:**

- ***Strong analytical and problem-solving capabilities.***
- ***Effective communication and interpersonal skills.***
- ***Ability to perform under pressure and lead in high-risk situations.***

Approved by	Reviewed and accepted by
Signature over printed name	Signature over printed name
Date:	Date: