

## JOB DESCRIPTION

Title: Electrical Engineer for Electrical Maintenance (MCUT Internship)

Reports to: Electrical Manager / Electrical Maintenance Supervisor

Department: Electrical

A. Positions reporting to this position

None

B. Position Objective

To provide operations with timely and efficient equipment maintenance / calibration through the work order process including the use of accurate recordkeeping, standard operating procedures, and training at all stages of the process and identifying / correcting electrical issues in assigned areas while maintaining a clean, safe, and efficient work environment

C. Qualifications

- Student enrolled and pursuing four-year degree in Electrical Engineering
- Good oral /written communication skills
- Good analytical and planning skills
- **Fluent in English language (required)**
- Good skill in Microsoft Office (required)
- Basic skill to read electrical schematics (required)
- Understanding of industrial electrical control circuits (desired)
- Understanding of PC hardware and network system (desired)
- Understand Basic PLC controls (desired)
- Understanding AC & DC motor applications (desired)

D. Duties / Responsibilities

- Assist with equipment electrical troubleshooting, upgrades, modifications, and installations
- Maintain accurate records of activities.
- Any additional duties deemed necessary by Electrical Manager or Electrical Supervisor
- Comply with all Plant Safety and Machine Safety requirements
- Comply with Lock Out and Tag Out policy
- Become familiar with Machine operation, inspection, calibration of instruments, basic repairs to electrical equipment.
- Proper use of hand tools and electrical instruments.
- Develop principles of electrical troubleshooting techniques and procedures.