



## PR/094595 | Maintenance Electrical Technician

### Job Information

**Recruiter**

JAC Recruitment Vietnam Co., Ltd

**Job ID**

1527533

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Vietnam

**Salary**

Negotiable, based on experience

**Refreshed**

March 18th, 2025 11:32

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

#### OVERVIEW

A leading company in industrial manufacturing and automation, specializing in maintenance, repair, and optimization of electrical, automation, and mechanical systems. With a strong commitment to quality, safety, and continuous improvement, the company enhances operational efficiency and minimizes downtime. Operating in a professional and innovative environment, it fosters employee growth, embraces new technologies, and ensures sustainable business practices. Through cutting-edge solutions and strategic partnerships, the company continues to expand and maintain its industry leadership.

#### Responsibilities

##### Preventive Maintenance & Repair

- Follow and implement the Preventive Maintenance (PM) Plan for all machines.
- Ensure PM execution meets requirements and standards, minimizing machine errors.

- Troubleshoot, diagnose, and repair mechanical, electrical, and automation issues.
- Identify root causes and provide corrective and preventive actions to avoid recurrence.
- Create Work Instructions (WI) and train Level B & C technicians.
- Be available for urgent repairs during night shifts if required by the Head/Engineer.

#### **Machine Improvement & Innovation**

- Continuously improve machinery performance by implementing Kaizen principles.
- Research new technologies, machines, and automation solutions.
- Analyze machine manuals, technical drawings, and electrical schematics to improve team knowledge.
- Lead and execute improvement projects assigned by the Head/Engineer, ensuring cost efficiency and quality.

#### **Machinery & Equipment Handling**

- Work with Electric - Automation, Mechanical, and Preventive Maintenance systems.
- Conduct research on machines, new technology, and product improvements.
- Read and interpret 100% of electrical drawings, manuals, and mechanical drawings.
- Perform Servo system adjustments and troubleshooting.

#### **Special Knowledge & Training**

- Problem-solving skills to identify and fix errors.
- Kaizen methodology to improve machine performance.
- Effective interpersonal relationships to collaborate with teams.
- Positive attitude to contribute to a strong workplace environment.

#### **Compliance & Safety**

- Adhere to company rules, regulations, and safety procedures.
- Maintain high 6S standards in the maintenance area, ensuring a clean and organized workspace.
- Supervise team members to comply with 6S and safety standards.
- Prevent accidents by ensuring proper machine handling procedures are followed.

#### **Teamwork & Collaboration**

- Work closely with Maintenance Engineers, Production, QA, and other departments to resolve technical issues.
- Participate in cross-functional meetings to address machine performance concerns.
- Train and mentor junior technicians (Levels B & C) to develop their troubleshooting and maintenance skills.
- Ensure a positive team environment, maintaining respect and professionalism among colleagues.

#### **Requirements**

**Education & Experience**

- **College / Vocational Diploma** in **Electrical, Automation, Industrial, or Mechanical Engineering** (with experience in electrical systems).
- At least **1 year** of experience as a **Maintenance Technician** in a manufacturing environment.

**Technical Knowledge & Skills**

- Proficiency in **Preventive Maintenance, Electrical Troubleshooting, and Mechanical Repairs**.
- Ability to read and interpret **electrical drawings, mechanical manuals, and automation schematics**.
- Experience handling **PLC, HMI, and Servo systems**.
- Knowledge of **problem-solving methodologies and Kaizen practices**.
- Proficiency in using **Microsoft Office (Word, Excel, PowerPoint, Outlook)**.

**Soft Skills & Competencies**

- Strong **problem-solving and troubleshooting** abilities.
- Effective **interpersonal and teamwork** skills.
- Proactive attitude with a mindset for **continuous improvement**.
- Ability to work under pressure and adapt to **changing priorities**.

**Work Conditions**

- **Occasional business trips** may be required.
- Work in **shifts**, including night shifts, based on machine downtime and business needs.

**Language Requirements**

- **English (Basic Level)**
  - **Reading:** 50%
  - **Writing:** N/A
  - **Speaking:** N/A
- Other languages: Not required but advantageous.

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**Company Description**