

BAHAMAS POWER AND LIGHT COMPANY LTD.
VACANCY NOTICE



VN.NO. 2023-83

FOREMAN

A vacancy exists in the Company for the position of **Foreman, Distribution – Long Island.**

The Position

This job is located in the Family Islands Division with responsibility for overseeing the construction, maintenance, and installation of switchgear on the Distribution System. The job plans, organizes, constructs, and maintains the Distribution System. This involves supervising work crews in the construction of overhead distribution high voltage lines, erecting poles, and laying underground cables. Requires thorough working knowledge of distribution system operations including electrical principles and schemata. Works under general supervision and follows established guidelines and procedures.

Responsibilities of the position include, but are not limited to, the following:

- Planning the work of subordinate staff on a daily and monthly basis.
- Planning work assignments for subordinates to accommodate an orderly flow of activities.
- Assisting with the design, plans, construction, and cost of local projects.
- Making budgetary recommendations to supervisors, e.g. planning and costing system additions and recommendations for equipment, travel, facilities etc.
- Instructing staff by providing advice and guidance, answering related questions and approving safety procedures and work guidelines.
- Setting performance standards of work performed by subordinates and appraising their performance according to established standards.
- Reviewing the work of subordinate staff during and upon its completion, checking for completeness and accuracy, working closely with subordinate staff ensuring that deadlines are met, maintaining work performance diaries, and preparing review reports.
- Conducting training sessions with subordinates, identifying additional training needs, and writing training manuals as required.
- Resolving informal complaints and/ or employee relations issues and taking disciplinary action when necessary.
- Approving leaves of absence (e.g., sick, vacation), recommending promotions, participating in interviewing prospective new hires, recommending dismissal or disciplinary actions to supervisor.

Job requirements include:

- Completion of a Formal Apprenticeship Program.
- A minimum of 5 or 10 years of experience or equivalent.
- Knowledge of Distribution systems operations and electrical principles and schemata.
- Proficiency in the use of voltmeters, hot sticks, scale rules, and chain saws.
- Written and verbal communication skills to prepare reports and interact with staff.
- Interpersonal and supervisory skills to direct staff in their assignments and oversee work teams.
- Arithmetic skills to perform measurements and calculate time sheets.
- Ability to operate heavy equipment.
- Adherence to BPL's safety and environment policies.

Interested persons should apply to Afuture@bplco.com on or before: **January 05, 2024.**

Only candidates meeting the criteria will be contacted.

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