

Position Title: Junior Engineer (Electrical)**Location:** Samrang, Sandrup Jongkhar**Reports To:** Site Manager

1. Job Description:

The primary duties of this position include assisting in the supervision, monitoring, inspection, and coordination of all electrical works related to the construction of the solar project at Samrang. The Junior Engineer (Electrical) shall support the Site Manager and Project Team in ensuring that electrical works are implemented as per the approved drawings, technical specifications, standards, and construction schedule.

The Junior Engineer (Electrical) is expected to work in close coordination with the Site Manager, contractors, vendors, consultants, and other team members at the project site. The incumbent shall assist in monitoring the installation, testing, and commissioning of electrical systems including PV arrays, inverters, cables, transformers, earthing systems, and associated infrastructure.

To be a successful candidate, the individual must have a sound understanding of electrical engineering fundamentals, site supervision practices, and construction quality control. Experience in site execution of electrical systems, especially in renewable energy or industrial projects, will be an added advantage. The Junior Engineer (Electrical) shall work under the direct supervision of the Site Manager, Project Manager, or any other official assigned by the management.

2. Key Responsibilities:

- Assist in supervising day-to-day electrical works at the project site.
- Monitor installation of electrical systems including PV modules, DC cabling, AC cabling, inverters, transformers, switchgear, panels, and earthing systems.
- Verify that works are being carried out as per approved drawings, specifications, and method statements.
- Assist in checking material deliveries, storage conditions, and usage at site.
- Support site inspections and quality checks for cable laying, terminations, equipment installation, earthing, and related works.
- Maintain site records of work progress, manpower deployment, inspections, and tests.
- Assist in witnessing testing and commissioning of electrical equipment and systems.
- Identify and report site issues, non-conformities, and delays to the Site Manager/Project Manager.
- Coordinate with contractors and other discipline teams for smooth implementation of works.
- Ensure site safety practices are followed during execution of electrical works.
- Prepare daily/weekly progress updates and support preparation of monthly reports.
- Assist in measurement verification and certification of contractor works.
- Support in preparation and maintenance of as-built drawings, technical documents, inspection requests, and reports.
- Coordinate with relevant agencies and utility representatives whenever required under the guidance of supervisors.
- Perform any other duties assigned by the Site Manager/Project Manager/Management.

3. Qualifications and Experience:

He/she must/should have:

- Diploma in Electrical Engineering from reputed Institutions/Colleges.
- Minimum 60% in Class XII (aggregate of English and four best subjects)
- Min. of 3 years of relevant work experience.

4. Documents Required:

- Updated Curriculum Vitae (CV) / Resume
- Copy of Degree Certificate and Academic Transcripts, including Class 10 and 12 transcripts/certificates.
- Valid work experience certificates/documents
- Copy of Citizenship Identity Card.
- Security Clearance Certificate (approved online)
- Medical Fitness Certificate.
- Audit Clearance (if applicable)
- List of 2 Recommendation letters from non-family related referees.
- No Objection Certificate (NOC) from employer, for candidates currently in employment.

Note: *Incomplete applications will not be considered. Only shortlisted candidates will be contacted.*

5. Employment Benefits:

- Corporate Allowance: 20% of basic pay per month
- Fixed Allowance: 60% of basic pay per month
- Performance Based Variable Allowance (PBVA): 31.67% of basic pay