



JOB PROFILE – EM & AC Specialist

Country: Albania

Location: Tirana

1. Overall description of the company

A place where change means opportunity for progress and innovation. A place where people with the ambition for peak performance can go beyond what is today and create what is tomorrow.

Work and grow with Telekom Albania!

2. Purpose of the Position

Controlling and monitoring of maintenance, installation and acceptance processes related to Electromechanical and Air Conditioning equipment.

3. Key responsibilities

- Responsible for controlling and monitoring of maintenance, installation and acceptance processes related to Electromechanical and Air Conditioning equipment.
- Monitoring of PGS consumption and refueling process. Prepare related reports based on frequency set
- Follow up, control and prepare related reports related to Routine and Preventive Maintenance done in Electromechanical and Air Conditioning equipment.
- Site surveys for new power line construction, supervision and acceptance of the works related to MV and LV lines
- Control the monthly Power Line invoice process and report any deficiency occurred.
- Perform acceptance of new sites reporting the deficiencies to the sub-contractors providing good quality installations.
- Perform all activities according to the Safety Manual of Telekom Albania employees.
- Performing stand-by duties in scheduled basis as per the internal procedures.
- Other duties as per job responsibilities.

4. Job requirements

Education: University Degree in Electronic Engineering.

Experience: At least 2 years' experience in Electrical works, electromechanical and air conditioning equipment.

Required skills: Very good command of English language. PC proficiency, Technical skills, Driving License Additional.

*The interested candidates are invited to send their application documents until **11th of October** (a Cover Letter and a CV in English) at: jobs@telekom.com.al.*