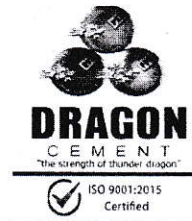




ལྷ གདུང་བསམ་རྩི་ས་ལས་འཛིན།
Dungsam Cement Corporation Limited
 (Royal Government of Bhutan Undertaking)
 Nganglam: Pemagatshel



Mechanical Helper	
Job Title	Mechanical Helper
Job Objective	
<ul style="list-style-type: none"> • Assist in the timely completion of maintenance tasks and projects. • Comply with all company policies, procedures, and regulations. 	
Primary Responsibility	
<ul style="list-style-type: none"> • Assist in performing maintenance and repair tasks on mechanical equipment in the plant, including but not limited to crushers, conveyors, pumps, compressors, and rotary kilns. • Support the mechanical maintenance team in inspecting, troubleshooting, and diagnosing mechanical issues. • Assist in the implementation of planned preventive maintenance (PPM) schedules and maintenance work orders. • Carry out basic maintenance tasks such as lubrication, cleaning, and greasing of equipment. • Assist in the installation, alignment, and leveling of equipment. • Follow safety protocols and maintain a safe working environment at all times. • Ensure proper documentation and record-keeping of maintenance activities, including work performed, materials used, and time taken. • Report any equipment malfunctions, abnormalities, or potential hazards to the supervisor. 	

Performance Indicators	Effective running maintenance Time required to carry out jobs Quality of job
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Organizational Relationships	Upwards : Mechanical Engineers Functional Liaison : P&PD, Electrical, Instrument
Educational Qualification	Class VIII Passed