



Avipro Co. Ltd company of the Eclasia Group, is a pioneer in the poultry sector in Mauritius. Its main activities are breeding and production, grouped respectively under the Farming and Processing entities



# WE ARE HIRING

## Main Duties and Responsibilities

Keeps and organizes files of all documents related to the characteristics of the factory operating system and the Auditing entities

Records task(s) performed as well as materials and equipment used

Controls the "Job Sheet for Internal Employee"

Cross train with other maintenance personnel

Ensures the monitoring of contractors' on-site interventions and Reports

Logs all information relative to PM actions and repairs on all essential equipment

Upkeeps detailed records on the general activities of the Workshop

Records daily store issues and updates in D365

Initiates Request for Quotes (RFQ) and Purchase Requisitions (PR)

Conducts inventories and enters data in the Computerised Maintenance Management System (CMMS)

Participates in training operating staff on the CMMS

## Maintenance Admin

We are looking for a Maintenance Admin for our Processing Plant. The individual will be responsible for reviewing, developing and up keeping high technology automated engineering systems, and ensuring follow up of Reliability Centered Maintenance.

### Profile

2 years proven experience in maintenance engineering role and operations scheduling

Practical understanding of engineering concepts in mechanical, electrical, electronic & PLC automated systems.

Strong critical thinking and problem-solving skills

Communication abilities, and interpersonal skills

Have strong organization skills

Proficient in Microsoft Office (Word, Excel, PowerPoint) and sound knowledge of AutoCAD & CMMS

Higher National Diploma (HND) in Industrial Engineering or equivalent

Experience in food processing environment would be an advantage

Professional, courteous, and tactful relations with all personnel

Promoter for animal welfare

**Interested candidates should forward their resume by latest Friday 15 March 2024**

**to the Human Resources Department of**

**Avipro Co. Ltd, Processing Plant | Pont-Fer, Phoenix | Tel: 6863094 | Email : [hrprocessing.avipro@eclasia.com](mailto:hrprocessing.avipro@eclasia.com)**

**Only the best candidates will be called for an interview**