

Testing Operator - Logistics Huawei Project

Job Title	Testing Operator		
Division	Logistics Division		
Department	Special Logistics Projects Department		
Section	Logistics Huawei Project		
Location		Direct Reports	
Reports To	Team Leader	Version Number	1
External Relations		Guide Number	7096
Internal Relations	Logistics	Job Code	

Basic Function

The position is expected to maintain the test data and completed test evaluation reports as support documentation for customer test equipment certification and data. Fully understand, drive and promote SMSA vision, culture and values.

KEY Responsibilities

Core

- Tested cellular phones using various mechanical and computerized test equipment and report to customer.
- Operated and maintained test equipment used during functional product testing.
- Test semiconductors to the required specifications and setup test equipment.
- Operate well test equipment to include monitoring controls and instruments and recording the data.
- Operate and set-up electrical test equipment to test ready-made chips.
- Load and unload product in test equipment and verified results.
- Operated high- speed test equipment to test integrated circuits.
- Test various micro chips in automated test equipment.
- Test Integrated Circuits using test equipment.
- Analyzed faults indicated by test equipment.
- Use computerized test equipment to test cellular phones
- To make the inspection to all equipment and update the concern if any maintenance required.
- Keeping all equipment in validated stage.
- Keeping all documents online.
- Documentation of all work/activities.
- Keeps equipment operating by enforcing operating instructions; troubleshooting breakdowns; requiring preventive maintenance; calling for repairs.

EHS

- Ensuring that all safety related equipment and systems, particularly fire fighting, alarm, emergency lights and similar equipment are identified, listed and scheduled as part of the preventive maintenance program, and that they remain in safe & good operational condition at all times.
- Overseeing and monitoring all the work activities in order to make sure that work- and job-related hazards are identified and the work is being performed safely, following the OHS system / rules, and considering the environmental management principles.
- Coordinating with the Maintenance Engineer / contractor regarding the execution of the preventive/corrective maintenance activities.
- Actively participates in the development and implementation of EHS objectives & programs, and lead EHS audits / inspections. Take a major role in incident reporting & investigation.

Business Continuity

- Attend and actively participate in all business continuity training and awareness programs.
- Understand the facility's business continuity plans and procedures.
- Act according to the emergency response procedures during drills and actual events.
- Report any observed risks or potential threats to the continuity of operations to the designated officer.
- Adhere to data protection policies to ensure the integrity and confidentiality of sensitive information.
- Acknowledge roles and responsibilities during an incident to ensure effectiveness by understanding the business continuity programme.
- Recognize an incident or crisis.
- Alert incident or crisis responders (including emergency responders as appropriate).
- Escalate action to the incident or crisis management team.
- Respond appropriately to specific threats.
- Respond appropriately when evacuated from the site.

Competencies - Professional and Technical

Behavioral Competencies

Communication	Level 3
Influence	Level 3
Initiative	Level 4
Planning & Organizing	Level 3
Teamwork	Level 3

Technical Competencies

External and or Third-party System Knowledge	Intermediate
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Competencies – EHS

Knowledge of basic environment health and safety requirements
EHS corporate objectives awareness
Awareness of EHS requirements in the QEHS management systems
Have attended EHS awareness training (if applicable)
Awareness of Environment Health Safety incident reporting

Organizational Competencies

Beginner

*Refer the Organizational Competencies Dictionary in GUIDE (Doc# 6244)

Decision Making

• As per Level of Authority provide by Logistics Manager.

Key Performance Indicators (KPIs)

Abide by the goal setting forms (Individual KPI'S) of the current financial year

Qualification : Education and Experience

Diploma (Preferred specialization in their field of work) at least One (1) year of relevant work experience, 1 year of which should be in Level-03 capacity, preferably in the same industry.

or

High / Middle School Certificate or Technical Courses(Those in technical jobs must have appropriate certification in their respective trades) with over 2 years industry experience of which at least 1 year has been in Level-03 position

or

High / Middle School Certificate or Technical Courses(Those in technical jobs must have appropriate certification in their respective trades) with over 2 years industry experience of which at least 2 years has been in Level-02 position

*Note: Industry Experience wherever its applicable

Date Of Release

Prepared By:	Reviewed by:	Approved by:	Endorsed by:

Updated by:	Date:	Approved by:	Date:
Employee Name:			

I hereby confirm my utmost commitment in fulfilling all the requirements including above and any amendment to this document.

Management reserves the right to amend the Job description at any time without prior notice.

Signature:	Date: