ESCATEC
YOUR INTEGRATED MANUFACTURING PARTNER

JOB DESCRIPTION

ESCATEC SDN BHD

Job Title	FACILITY & PRODUCTION TECHNICIAN	**Dept**	MAINTENANCE
Report to	MTN SUPERVISOR , MTN. ENGINEER / SECTION HEAD & PRODUCTION MANAGER	**Date**	12/10/2025
Subordinates	NA	**Prepared By**	ZAKARIA

JOB OUTLINES

Job Description:

Responsible for executing the EQM (Equipment Quality Management) plan for the plant and production facility, as well as repairing damages and implementing continuous improvements.

Core Responsibilities:

1. Execute the EQM plan for all plant installations as instructed by the Superior.
2. Attend to all breakdowns and carry out professional repairs on plant installations, production tools, fixtures, equipment, and machines under superior supervision and instruction.
3. Report breakdowns and findings to the Superior for immediate action.
4. Update spare part requirements during the daily morning meeting within the department.
5. Check the lighting system and rectify faulty or hazardous items/issues.
6. Perform daily routine checks and inspections on air conditioning, humidifiers, LEVs, STP, cooling towers, air compressor water, and fire protection systems to ensure proper order.
7. Check and report water tank levels and electric power supply conditions daily.
8. Check and inspect the effectiveness of ground monitoring and ESD systems.
9. Check, maintain, and update checklists for all machine parameters regarding production and facility equipment/instruments.
10. Check, monitor, and report on Cleaners' routine activities and covered area cleanliness.
11. Fabricate and construct partitions, lights, pipes, racks, etc., as per instructions from the Superior.
12. Maintain facility appearance by continuously repainting building walls, piping, and facilities' surroundings.
13. Support all departments with the relocation and rearrangement of machines and other equipment.
14. Provide support during manpower shortages and project arrangements.
15. Collaborate and discuss with superiors to find ideas for making processes more effective and efficient.
16. Train all employees, operators, and users on proper machine/equipment handling, brief them on functions, and outline safety measures to observe.
17. Ensure safe working methods are adopted at all times, and caution all employees against unsafe acts.
18. Perform any other duties as and when assigned by the Head of Department, Superior, or Section Head.

Job Requirements

Certificate in Electrical or Mechanical Engineering with a minimum of 2 years of working experience in a similar environment.
OR

Diploma in Electrical or Mechanical Engineering with a minimum of 1 year of working experience in a similar environment.

Approved by:	**Acknowledged by:**
Name : Alan Yap Wai Luen Position : PLANT MANAGER Signature:	Name: Position : Signature:

Originally signed document to be filed in the personnel file.