



British Virgin Islands Health Services Authority
Vacancy Notice No. 12 of 2026
MAINTENANCE OFFICER (ELECTRICIAN)

The BVI Health Services Authority (a client-centered healthcare organization) invites qualified and professional applicants for the position of **Maintenance Officer (Electrician)**. The Maintenance Officer (Electrician) is responsible for assisting with the routine maintenance and repairs of the hospital facilities, equipment and its surroundings. This role helps ensure the smooth day-to-day operation of clinical services by maintaining the efficient functioning of electrical, mechanical, and plumbing systems.

PRIMARY DUTIES & RESPONSIBILITIES *(included but not limited to):*

1. Assist with preventative maintenance schedule as recommended by the manufacturer for bio-medical and plant equipment.
2. Carries out repairs of biomedical and plant equipment as the need arises.
3. Ensures that the entire facility including equipment and physical structures is always ready for day –to-day use.
4. Ensure that there are always adequate utility supplies and to provide an increase as needed.
5. Performs manual duties as requested (i.e., moving supplies or furniture, replacing light bulbs, or scrap material).
6. Performs maintenance on equipment and systems as required.
7. Identifies and performs basic repairs of plumbing leaks or breaks; opens clogged lines and drains; replaces seals and other minor parts; maintains, replaces and repairs hot water heaters and other appliances.
8. Assemble, install or repair wiring, electrical or electronic components.
9. Troubleshoot electrical faults and respond to emergency maintenance calls.
10. Conduct routine inspections of the electrical infrastructure to ensure operational safety and compliance.
11. Carry out maintenance duties throughout the Clinic.
12. Performs any other related duties as assigned by supervisor or director.

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MINIMUM REQUIREMENTS:

Educational/Training Requirements

- High School Certificate or completion of two-years training at a vocational/technical institution.
Or
- Minimum of five (5) years trade experience (with High School Certificate) or minimum of three (3) years trade experience in electrical maintenance (with vocational/technical training).

Licenses

- ❖ Valid Class B Electrician License/Certification or Valid Class C license with willingness to upgrade.

Knowledge, skills and abilities

- ❖ Skills in the use of basic carpentry, masonry, plumbing and other trades.
- ❖ Strong knowledge of electrical systems, controls and safety procedures.
- ❖ Knowledge of relevant electrical codes and regulations.
- ❖ Ability to work independently.

Physical Demands

- ❖ The work environment is representative and typical of similar jobs in comparable organizations and ranges from the office to the warehouse and to the stock locations.

Work Environment

- ❖ The physical demands are moderate to heavy and typical of similar jobs in comparable organizations

SALARY: \$27,216.00 - \$35,376.00

CLOSING DATE: 7th July 2026

To apply, please send curriculum vitae (resume) to:
Human Resources Manager, BVI Health Services Authority, P. O. Box 439, Road Town, Tortola VG1110, British Virgin Islands
E-mail address: employment@bvihsa.vg