

ActionAid Bangladesh is looking for suitable candidate for the following position:

## **Technician for Generator Maintenance**

Project	: LPG & NFI Distribution to Rohingya Refugees, Funded by UNHCR
Location of posting	: Teknaf (Camp- 21, 24, 26 and 27)
Number of positions	: 01
Type of contract	: Fixed term contract
Duration of Contract	: Up to 30 June 2026 (if not extended)
Salary and benefits	: Around BDT. 13,00 per day (Will confirmed after the Budget approval)

### **Job Summary**

The Generator Operator and Maintenance Technician will be responsible for the operation, routine maintenance, and repair of generators supporting NFI and LPG distribution activities. Based in the Teknaf area, the role will work closely with the Distribution teams across Camps 21, 24, 26, and 27, to ensure uninterrupted power supply during electricity outages. The position aims to ensure the reliable and safe functioning of generators to support smooth and continuous distribution operations.

### **Key responsibilities include (not limited to):**

#### **Generator Operation and Maintenance:**

- Conduct regular and periodic inspections to ensure generators remain in safe and optimal working condition.
- Perform routine preventive maintenance to ensure an uninterrupted power supply at Distribution Points.
- Identify, troubleshoot, and promptly respond to unexpected power interruptions during distribution operations.
- Prepare and submit Material Requisition Forms (MRFs) for spare parts, tools, and consumables required for generator maintenance.
- Monitor fuel consumption and coordinate timely procurement to avoid operational disruptions.

#### **Reporting and Coordination:**

- Report major faults and advanced repair requirements to the line manager in a timely manner.
- Coordinate closely with the Administration and Procurement teams to ensure the timely availability of maintenance materials and services.
- Liaise with the Distribution team to provide technical support during distribution activities as required.
- Maintain accurate and up-to-date documentation, including generator logbooks, fuel consumption records, and maintenance trackers.

## Required Educational Qualification and Experience

### Experience:

- 2-3 years' Experience in generator overhauling is preferred.
- Experience working in Rohingya response will add value.

### Education:

- Minimum SSC/HSC; prior experience in Generator Operation and Maintenance is required.

## Technical Skills & Knowledge

- Must speak Chittagonian (local dialect) fluently.
- Basic understanding of digital tools (laptop/smartphone/tablet operation essential).
- Ability to maintain documentation and prepare daily reports.
- Able to work long hours during peak distribution days.

### Behavioral Competencies

- Empathetic and respectful approach towards refugees and vulnerable groups

## Relationships

- S/he will report to the Coordinator - Camp Management & NFI. S/he will work as a team member in this project.

## Application instructions

**Only those who meet the above requirements are requested to apply** following these instructions:

- Last date of application is **04 January 2026**.
- Please [click here](#) to submit your application.

**Or**

- Submit your Hard Copy CV (including relevant experience and contact details of two referees) to the

**Address: ActionAid Bangladesh Office, Jhawtola Mosque Road, Jhawtola, Cox's Bazar**

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ActionAid Bangladesh aims to attract and select a diverse workforce ensuring equal opportunity to everyone, irrespective of race, age, gender, sexual orientation, HIV status, class, ethnicity, disability, location and religion. Any personal persuasion/phone-call will result in disqualification of candidature.

ActionAid Bangladesh has a non-negotiable policy of ZERO TOLERANCE towards child abuse, exploitation and child labor and expects all employees to abide by the Child Protection Policy of ActionAid Bangladesh.

*N.B: There is no cost involved with applying for positions with ActionAid Bangladesh. Any solicitation of job application costs should be regarded as fraudulent.*