

OCCUPATIONAL PROFILE FOR GENERAL MECHANIC

Workers Behaviour		General Knowledge and Skills	
<ul style="list-style-type: none"> Cleanliness Care for company's property Disciplined Responsible Safety conscious Time conscious Human relation Environmental conscious Patient Energetic Flexible Determined Integrity Quaity Hardworking Confident Feeling of ownership 		<ol style="list-style-type: none"> Technological Mechanism Tools and equipment Work and worker safety Computer and electrical terminology Company's rule and regulation First aid Engineering materials Spare parts Mathematics Technical drawings Products and creativity Standard measurement Hygiene and team work Communication skills and decision making Teaching and learning skills Problem solving and visualization Leadership skills Manuals Labour act Fire extinguisher operation 	
TOOLS AND EQUIPMENT		CONCERNS AND FUTURE TRENDS	
<ul style="list-style-type: none"> D. E. spanner Ring spanner Screw driver Socket set Allen key set Hammer Plier Punch Chisel Puller Ratchet Oil can and grease gun Lifting equipment Measuring instrument Vibration meter Type of vernier Cutting tool File and guage Safety gear 		<ul style="list-style-type: none"> Torque wrench Taps and die set Master / spirit level Electrode holder Scriber Micrometer Pipe wrench Gas welding torch Height gauge First aid box Surface plate Circlip plier Anvil Wire brush Vice Sniper 	
		<ul style="list-style-type: none"> Increase training opportunities Motivate technical person Maintain job security Improve working atmosphere Concern of technical development Provide technical allowance Induct technical person in adminstration post introduce pension system Improve life insurance Employ more technical person in industries 	

Endorsed by Technical Advisory Committee (TAC) for Manufacturing sector (TAC - MS) on 09/06/2008
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Occupational Profile for GENERAL MECHANIC Level 3

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 Royal Government of Bhutan

Produced for

**Training Providers, Employers, Employees,
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 Thimphu**

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GENERAL MECHANIC : Duties & Tasks

29 - 30 November 2005

Duties		Tasks										
A	Prepare for work	A1 Obtain work order	A2 Identify type of work	A3 Follow safety instructions / manuals	A4 Wear safety gear	A5 Inspect worksite	A6 Arrange tools equipment / materials	A7 Clean work area	A8 Consult with co-workers	A9 Delegate work to subordinates		
B	Conduct daily check	B1 Check oil level	B2 Check temperature	B3 Check pressure	B4 Check vibration	B5 Check sound	B6 Check alignment	B7 Check tightness / looseness	B8 Check coolant level	B9 Check leakage (oil / pressure / hose)		
C	Inspect machinery parts	C1 Refer drawing	C2 Check brands	C3 Check dimensions	C4 Check hardness	C5 Conduct pressure test	C6 Check trueness	C7 Check type of metal	C8 Detect cracking			
D	Perform machinery maintenance	D1 Carry out preventive / corrective maintenance	D2 Carry out overhauling of machines	D3 Repair worn out parts	D4 Repair damaged parts	D5 Carry out lubrication work	D6 Adjust machine parts	D7 Modify old / new parts	D8 Re-align machines	D9 Conduct test run	E11 Operate power saws*	
E	Carry out machining work	E1 Utilize precision measuring tools*	E2 Perform tools grinding*	E3 Check coolant supply	E4 Operate lathe*	E5 Operate drilling machine*	E6 Operate shaper machine*	E7 Operate milling machine*	E8 Perform filing*	E9 Operate grinding machine (internal / external / cylindrical / surface)*	E10 Maintain tolerance and fits*	F12 Inspect fabricated products
F	Perform fabrication work	F1 Study drawings	F2 Estimate materials required	F3 Utilize measuring tools and templates	F4 Carry out marking	F5 Operate shearing / rolling / bending	F6 Carry out basic cutting	F7 Carry out basic arc welding	F8 Carry out basic gas welding	F9 Carry out riveting work	F10 Carry out denting work	F11 Carry out basic painting work
G	Perform pneumatic and hydraulic maintenance	G1 Study circuit diagram and localise fault	G2 Diagnose faults	G3 Identify hydraulic pneumatic components	G4 Calibrate hydraulic pump	G5 Inspect set parameters of compressor	G6 Maintain compressor	G7 Drain out moisture from air receiver of compressor	G8 Clean valves / FRL units (filter, regulator and lubricator)	G9 Replace O-rings / seal kits / cylinders	G10 Repair FRL units	G11 Replace oil / air filter
H	Install machineries equipment	H1 Inspect lay out	H2 Check foundation	H3 Dismantle machines	H4 Assemble machines	H5 Carry out leveling / alignment	H6 Commission machines	H7 Check for operating parameters	H8 Rectify faults			
I	Upgrade knowledge and skills	I1 Seek advice from seniors / co-workers	I2 Refer manuals / catalogues	I3 Identify training needs	I4 Participate in workshops / seminars / trainings	I5 Maintain technical library	I6 Visit industries	I7 Under go higher studies	I8 Surf internet			

* indicates specialisation required in bigger industries