

OCCUPATIONAL PROFILE FOR AUTO ELECTRICIAN

Workers Behaviour	General Knowledge and Skills
<ul style="list-style-type: none"> • Calm and cheerful • Safety conscious • Hard working • Responsible • Time conscious • Punctual • Sincere • Reliable • Creative • Determined • Technical oriented • Flexible • Honest • Patient • Organized • Quality conscious • Five zorig commitment 	<ol style="list-style-type: none"> 1. Knowledge of tools and equipment 2. Basic electrical knowledge 3. Knowledge of work and worker safety 4. Knowledge of environment regulation 5. Knowledge of first aid 6. Knowledge of materials 7. Knowledge of spare parts 8. Knowledge of technical drawing 9. Knowledge of hygiene 10. Knowledge of WCS 11. Knowledge of catalogue 12. Planning skills 13. Communication skills 14. Team work skills 15. Problem solving skills 16. Decision making skills
TOOLS AND EQUIPMENT	CONCERNS AND FUTURE TRENDS
<ul style="list-style-type: none"> • Timing light • Test lamp • Ammeter • Voltmeter • Screw driver set • D. E. spanner • Ring spanner set • Socket • Plier set • Hack saw and Hammer • Battery charger • Mallet and Chisel • Grinding machine and drill bits • Punch set and oil can • Spark plug wrench • Soldering iron and hydrometer • Blow lamp • Bench vice and feeler gauge • Allen key set and star allen key set 	<ul style="list-style-type: none"> • Computer knowledge and skills • More qualified Auto Electrician • New technologies and methods • Improve training and teaching • Replacement of expatriates with local electrician • More mechanization • Increase remuneration • Dignity of labour • Job security

Endorsed by Technical Advisory Committee (TAC) for Automobile service sector (TAC - AS) on 19th May 2006
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Occupational Profile for **AUTO ELECTRICIAN** Level 2

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Royal Government of Bhutan

Produced for

**Training Providers, Employers, Employees,
 Trainees and Interested General Public.**

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AUTO ELECTRICIAN : Duties & Tasks

June 14 - 16 2004

Duties		Tasks												
A	Prepare work place	A1 Clean work place	A2 Clean tools and equipment	A3 Check equipment	A4 Obtain job cards	A5 Delegate work to assistant	A6 Collect spare parts			B18 Check sensor timer (*CRDI model)	B17 Replace electrical fuel pump	B16 Test electrical fuel pump	B15 Check / replace spark plug	B14 Repair distributor (new model cars)
B	Maintain ignition system	B1 Check ignition switch	B2 Replace ignition switch	B3 Check/replace ignition switch	B4 Test ignition relay	B5 Replace ignition relay	B6 Check ignition coil	B7 Replace ignition coil	B8 Check igniters / blasters	B9 Replace igniters/ blasters	B10 Test high tension cable	B11 Replace high tension cable	B12 Test distributor performance	B13 Replace distributor (new model cars)
C	Maintain battery	C1 Check battery	C2 Add distilled water	C3 Charge battery	C4 Clean battery poles / terminal end	C5 Repair battery poles (in case of hard plastic covers)	C6 Replace terminal end	C7 Change battery	C8 Check specific gravity of electrolyte					D14 Repair/replace starting wiring system circuit
D	Perform maintenance of starting system	D1 Check starter motor	D2 Repair starter motor	D3 Check starter motor relay	D4 Replace starter motor relay	D5 Check glow relay	D6 Replace glow relay	D7 Check glow plug	D8 Replace glow plug	D9 Test pre-heating timer	D10 Replace pre-heating timer	D11 Check fuel cut off switch	D12 Replace fuel cut off switch	D13 Check starting system circuit
E	Maintain charging system	E1 Check alternator performance	E2 Repair alternator	E3 Test voltage regulator performance	E4 Replace voltage regulator	E5 Check charging circuit	E6 Repair charging circuit	E7 Check alternator drive belt	E8 Adjust alternator drive belt					F14 Adjust head light alignment
F	Perform maintenance of lighting system	F1 Check combination switch	F2 Replace combination switch	F3 Test light relay	F4 Replace light relay	F5 Check / replace fuses	F6 Check/replace bulbs	F7 Replace bulbs	F8 Check lighting circuits	F9 Repair lighting circuit	F10 Check body earth	F11 Make body earth connection	F12 Test lamps/ lights	F13 Replace assembly lamps
G	Perform maintenance of electrical body system	G1 Check wiper motor	G2 Replace wiper motor	G3 Tune horn	G4 Check power window motor	G5 Replace power window motor	G6 Check power window circuit	G7 Replace power window wiring circuit	G8 Check tank unit	G9 Replace tank unit	G10 Check electrical fan of cooling system	G11 Repair/replace electrical fan of cooling system	G12 Repace instrument panel board	G13 Change speedometer cable (electric sensor)
H	Perform maintenance of accessories (electrical system)	H1 Install car music system	H2 Install radio antenna	H3 Install heater kit	H4 Check heater kit	H5 Replace heater kit	H6 Install cigarette lighter	H7 Install clock	H8 Check siren	H9 Replace siren	H10 Install central locking system	H11 Check central locking relay	H12 Replace central locking solenoid	
I	Improve skills and knowledge	I1 Gather information on upgradation	I2 Participate in exchange program workshop)	I3 Attend training program	I4 Read books (catalogues, manuals)	I5 Interact with peers	I6 Seek suggestions from seniors	I7 Apply new knowledge and skills	I8 Teach assistant workers					
J	Ensure work safety	J1 Gather information (manuals, catalogues, spare parts etc)	J2 Analyse information	J3 Evaluate quality of spare parts	J4 Evaluate quality of materials	J5 Inform foreman for final inspection of work done	J6 Perform tests	J7 Use right tools / equipment						