



*Building for the Future*

## TOR for Rigger

Job Position/Title	Rigger
Function	Mechanical Engineering Unit
Reporting Authority	Lead MEU/Department Head
Job Description	<p><b>Key Responsibilities and Duties</b></p> <ul style="list-style-type: none"> <li>• Rigging Operations <ul style="list-style-type: none"> <li>○ Prepare lifting plans as directed and identify safe rigging methods.</li> <li>○ Select appropriate rigging gear (slings, chain blocks, shackles, wire ropes, hooks, spreader bars, etc.).</li> <li>○ Inspect, install, and operate rigging equipment for lifting operations.</li> <li>○ Assist in loading and unloading heavy equipment and materials.</li> <li>○ Signal crane operators using standard hand signals or communication devices.</li> </ul> </li> <li>• Equipment &amp; Material Handling <ul style="list-style-type: none"> <li>○ Secure loads properly to prevent shifting, falling, or damage.</li> <li>○ Assist in moving heavy machinery such as motors, pumps, gearboxes, conveyors, and structural components.</li> <li>○ Use hoists, pulleys, hydraulic jacks, rollers, and winches during operations.</li> </ul> </li> <li>• Safety Compliance <ul style="list-style-type: none"> <li>○ Perform pre-use inspection of rigging gear to identify defects or hazards.</li> <li>○ Ensure lifting operations comply with safety standards and HSE regulations.</li> <li>○ Maintain clear communication with crane operators and team members during lifts.</li> <li>○ Identify unsafe conditions, report hazards, and stop work if necessary.</li> </ul> </li> <li>• Maintenance &amp; Storage of Rigging Tools <ul style="list-style-type: none"> <li>○ Maintain rigging tools and equipment in good working condition.</li> <li>○ Keep inventory of rigging gear and report damage or wear.</li> <li>○ Ensure rigging tools are stored properly and safely after use.</li> </ul> </li> <li>• Support in Installation &amp; Shutdown Activities <ul style="list-style-type: none"> <li>○ Assist mechanical teams during installation, dismantling, or alignment of heavy machinery.</li> <li>○ Support plant shutdowns, overhauls, and replacement of major components.</li> <li>○ Participate in heavy lifting tasks inside confined or restricted areas when required.</li> </ul> </li> <li>• Documentation <ul style="list-style-type: none"> <li>○ Maintain rigging checklists, equipment inspection logs, and activity reports.</li> <li>○ Assist in preparing daily progress updates to supervisors.</li> </ul> </li> <li>• Other Duties <ul style="list-style-type: none"> <li>○ Perform any other rigging or mechanical support tasks assigned by the supervisor.</li> <li>○ Participate in safety drills, toolbox meetings, and training activities.</li> <li>○ Perform any other tasks assigned by the Head/HoD/CEO.</li> </ul> </li> </ul>

**CORPORATE OFFICE AND BUSINESS UNITS: PHUNTSHOPELRI (GOMTU)**

**DZONGKHAG: SAMTSE, BHUTAN**

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**-The Management**

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