



Vacancy Announcement:

World Relief is an International Non-Governmental Christian Humanitarian and Development Organization. The Organization has been providing humanitarian assistance to the vulnerable population of South Sudan since 1998.

World Relief South Sudan is looking for a suitable **South Sudanese National** to fill in the below position:

Job Title: Mechanic
Reports To: Logistics and Security Manager
Work Location: Juba South Sudan

Overall Purpose

We are looking for a talented Mechanic who can diagnose and repair simple and complex automotive issues, and perform routine maintenance tasks for the WR vehicles. The individual in this role will be responsible for servicing vehicles consisting mostly of Land Cruisers and Toyota Pick Ups. It will also include services and repairs to motorbikes as well as Quad bikes. The successful candidate will use available equipment to pinpoint issues and develop a cost-effective solution for each vehicle. The candidate must also implement and meet the logistical and procurement needs of World Relief and implement efficient 'streamlining' procedures with regards to vehicles throughout the organization. We are seeking a candidate with a background in automotive care, as well as experience with electronic systems maintenance.

Specific Responsibilities

1. Keeps equipment available for use by inspecting and testing vehicles; completing preventive maintenance such as, engine tune-ups, oil changes, checking fluid levels, tire rotation and changes, wheel balancing, replacing filter.
2. Repair or replace worn parts and systems such as spark plugs, wheel bearings, brake pads, fuel systems, and sensors. Test systems and individual parts to ensure proper working order and/or to evaluate degree of damage.
3. Follow checklists to ensure thorough examination of all parts and systems Identify mechanical and electrical problems with the naked eye.
4. Determine appropriate repair measures based on research and past experience and present estimates to World Relief management including: strategy for repair including explanation of problems, procedure steps.





5. Perform repairs thoroughly and accurately taking into account the repair strategy.
6. Maintains vehicle functional condition by listening to complaints from drivers and staff, conducting inspections; repairing engine failures, repairing mechanical and electrical systems malfunctions; replacing parts and components.
7. Verifies vehicle serviceability by conducting test drives; adjusting controls and systems.
8. Complies with South Sudan and World Relief vehicle requirements by testing engine, safety, and combustion control standards.
9. Maintains vehicle appearance by cleaning, washing, and painting.
10. Maintains vehicle records by recording service and repairs.
11. Keeps shop equipment operating by following operating instructions; troubleshooting breakdowns; maintaining supplies; performing preventive maintenance; calling for repairs.
12. Contains costs by using warranty; evaluating service and parts options.
13. Keeps supplies ready by inventorying stock; placing orders; verifying receipt.
14. Updates job knowledge by participating in educational opportunities; reading technical publications.
15. Accomplishes maintenance and organization mission by completing related results as needed.

Qualification Requirements

- With minimum Secondary school certificate ; certificate or Diploma in Mechanics is a credit
- 3-5 years' experience as a mechanic
- Must have valid driving license for the past 3 years

Applications Procedures:

Applications desiring consideration for this consideration should submit the following:

- Application letter, expressing your motivation for the position you are applying;
- Current CVs, copies of diplomas or certificates, including nationality certificates
- List of three former Supervisors who can serve as job references one of whom should be from the church with the **valid email address and contact numbers.**

Interested candidates should submit the above requirements to the HR & Administration Manager, World Relief email WRSSrecruitment@wr.org, and hand delivery to World Relief Office located at Hai-Cinema **not later than 3rd November, 2017 at 5:00pm**, include job title in the subject line of the email.

