



NEW VACANCY ANNOUNCEMENT

Job Title: Mechanic (1 post)
Location: Maban,
Reports to: Logistic Officer
Start Date: ASAP
DeadLines: **December7,2017**

About RI: Relief International is a leading nonprofit organization working in 20 countries to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises and chronic poverty.

Relief International combines humanitarian and development approaches to provide immediate services while laying the groundwork for long-term impact. Our signature approach — which we call the RI Way—emphasizes local participation, an integration of services, strategic partnerships, and a focus on civic skills. In this way, we empower communities to find, design and implement the solutions that work best for them.

JOB SUMMARY

- To maintain the Maban fleet through regular servicing of vehicles, generators and by conducting repairs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Works closely with the drivers and Fleet supervisor to maintain and repair assets, in accordance with manufactures' standards.
- Ensures that all relevant safety procedures have been followed when repairing and fitting replacement parts; undertake repairs on all mechanical related equipment.
- Conducts routine vehicle, generator repair and maintenance (as per internal vehicle preventative maintenance schedule) on vehicles in a timely, professional manner,.
- Diagnostic and fault finding, Quality control/assurance, road testing and vehicle/boats recovery. Must be capable of safely adapting assets to meet specific requirements, overhauling major assemblies, fabricating components and spare parts, and repairs.
- Manage the safe use of all workshop equipment and ensure it is used correctly and fully accounted for at all times.
- Timely requisition and update of the fleet personnel safety gear. Ensuring that all fleet have first aid kits.
- Accurately document all jobs performed, establishing and maintaining an accurate and updated maintenance history for all fleet and other logistics assets repairs.





- Work closely with the Logistics Coordinator to manage and maintain a Preventative Maintenance Schedule for all assets/equipment and fuel consumption is within expected norms and include this information in the monthly logbook analysis.
- Proposing and organizing specific trainings for local mechanic/drivers and planning for upgrading of fleet technical capacity in terms of equipment.
- Assess and Identify shops where repairs can be done and spare parts can be purchased
- Working closely with the Logistics Coordinator to come up with a working fleet equipment budget.

QUALIFICATIONS AND JOB REQUIREMENTS

- Diploma/secondary Certificate in Mechanic work
- 2years experience in Mechanic

Other skills

- Good communication
- Must speak Arabic and English, both oral and written.

We would like to share Relief International's Values with you:

We uphold the Humanitarian Principles: humanity, neutrality, impartiality, and operational independence. We affirmatively engage the most vulnerable communities. We value:

- Inclusiveness
- Transparency and Accountability
- Agility and Innovation
- Collaboration
- Sustainability

HOW TO APPLY:

Submit your applications letter include updated CV, copy of National ID Card, Academic documents and should be delivered to the Relief Intentional office in the following Locations:

Juba - Tongping Road, Behind US Embassy residence - Juba

Gentil - Gentil Office is Located in Southwest Maban County-Yousif Road to Jamam, next to Gentil Hospital

Bunj - Bunj Office is located in Northeast Maban County;

OR

Send your application via Email to: recruitments@ri.org

All applicants will be required to register their names and the position they applied for when submitting the applications at the different offices.

