



JOB VACANCY

Action Africa Help International (AAH-I), an African-led non-governmental organization that supports livelihood-challenged communities in East and Southern Africa to sustainably improve their well-being and standard of living. With Country Programmes in South Sudan, Kenya, Somalia, Uganda, Zambia and Ethiopia, AAH-I has over 30 years' experience working with communities in conflict and post-conflict situations, including refugees, internally displaced people and host communities. AAH-I also works with other marginalized communities, including pastoralists and people living in informal urban settlements.

In South Sudan, AAH-I works in Greater Equatoria, Greater Jonglei, Greater Upper Nile and Greater Unity State, with field offices in Juba, Yei, Maridi, Yambio, Mundri, Bor, Wau, Ajong Thok, Maban and Malakal.

AAH-I South Sudan Country Programme is looking to recruit a suitable qualified candidate to fill the vacant position of **Mechanic** to be based in **Yambio, Western Equatoria State**.

Position:	Auto Mechanic
Numb of Posts:	01
Reports to:	Workshop Manager
Supervision:	Supervises Assistant Mechanic
Liases with:	Warehouse officer, Fuel Controller, Logistics officer, Admin officer and Storekeepers
Duty Station:	Yambio – Western Equatoria State

JOB SUMMARY & PURPOSE

The mechanic will be responsible for General Maintenance and Repairs of all vehicles, generators, motor cycles, boats and other asset. Carry out all major repairs, diagnose faults, overhaul engines, gearboxes, transmissions, differentials, and other mechanical components and carryout task in proper procedures.

Duties and Responsibilities

- Carry out all major breakdown, diagnose faults, overhaul engines, gearboxes, transmissions, differentials, and other mechanical components and carryout task in proper procedures.
- Retrieve/repair broken down vehicles in the field.
- Assist in diagnosing vehicles problem.
- Ensure proper parts are fitted and quality of work is maintained.
- Ensure safekeeping of assigned tools. And working areas are well cleaned every day
- Ensure working under safe conditions and to avoid risk causing injury to him and others.
- Responsible for the Workshop assigned Tools and make sure that they use carefully and are well clean at all times.
- Ensure that lubricant and other liquid solutions are filled/added only at the right quantity.
- Ensure proper use of tools and equipment and proper safe keeping/workshop housekeeping.
- Will carry out fabrication/rebuilding/welding and repairs on vehicle component with limited resources.



- Will check, test, and calibrate nozzles.
- Will ensure safe working conditions to avoid risk that may cause injury to others as well as damaged to the equipment.
- Will attend routine servicing and maintenance to project vehicles, generators, pumps, and others.
- Be prepared to travel on frequent basis from Logistic base to the field offices to fulfill this task outlined in this job description. This will entail traveling and living under difficult environmental conditions.
- Will perform and carry out other duties/ jobs that may be assigned from time to time as normal routine duties

Safety Precautions and Quality Control

- To consistently deliver high quality repairs in the required timeframes, which will ensure clients' needs and requirements are met.
- To ensure that all electrical appliances are turned off in the evening before closing for the day.
- To complete all worked-on job cards and record all additional repairs and parts and ensure that a checklist has been performed and update timesheet.
- Adhere to workshop safety rules and procedures are followed, including designating highly flammable substances and use of right tools and equipments.
- Complies with statutory regulations of vehicle requirements by testing engine, safety, and combustion control standards.
- Avoid contamination of environmental concerning the handling of hazardous materials routinely used in fleet service operations e.g., used oils, AC gas.
- Observe Occupational Safety and Health Administration (OSHA) regulations, and fleet policies and procedures pertaining to the safe performance of fleet service operations.
- To segregate used parts before disposal.
- Maintains vehicle/equipment appearance by cleaning and washing after repair.
- Protect exposed sensitive sensors during engine/operating unit/components while cleaning.
- Make use of personal Protective equipments {PPE} to minimize workshop personal injuries.

WORKING CONDITIONS:

The position is based at Yambio WVI with occasional visits to other sub offices within Western Equatoria State. This will entail traveling and living under difficult environmental conditions. With strict adherence to safety and security instructions all the time.





QUALIFICATIONS:

Education, Experience and Skills

1) Essential Requirements

- Minimum of Diploma in Mechanical Engineering, Advance Technician/Craft Certificate and or equivalent qualifications.
- Minimum of 2 – 3 years' experience in repairs and maintenance of vehicles and equipment's especially 4WD, Generators and other equipment's in the automotive field.
- Good troubleshooting and problem-solving skills.
- Must have a valid driving license.
- Demonstrated Multi skilling in Mechanics, Auto Electrics/electronics, welding and fabrication works a great Advantage.
- Working knowledge of vehicle diagnostic systems and methods
- Computer literate with good knowledge of MS office.
- Ability to communicate skills in English, written and verbal.
- Willingness to travel and do repairs in field locations or remote locations.

2) Desirable

- Advance post studies in will be an Added.
- Extensive experience working in workshop setting and conducting repairs of Heavy Plan Machinery

Additional Skills & Competencies

- Commitment to and understanding of AAH-I values & South Sudan context.
- Ability to work independently and as part of a team.
- Understanding of humanitarian Logistics
- Ability to think quickly, determine priorities, and meet deadlines under pressure.
- Ability to thrive in a multi-cultural, dynamic environment.
- Ability to coach, mentor, supervise, appraise and develop others
- Excellent interpersonal, communication, negotiation and presentation skills.





APPLICATION INSTRUCTIONS

AAH-I is an equal-opportunity employer.

Interested candidates should address their application letters to the HR Manager AAHI South Sudan and position clearly indicated on the envelope

OR

Email application letter and CV (with 3 referees) addressed to recruitss@actionafricahelp.org.

Hard copies applications can be submitted and delivered in sealed envelopes at the AAHI/UNHCR Compound in Juba town or any of the Field Offices.

Deadline: All applications must be submitted latest by **13th April 2023 COB (4.00PM)**.

KEY CONSIDERATIONS.

Please take note of the following considerations

- **This position is for Sudanese Nationals Only.**
- **Female candidates are highly encouraged to apply.**

A handwritten signature in blue ink, appearing to be "S. M. M. M.", written over a horizontal dashed line.

HR/Administration Manager
AAHI South Sudan Programme
Juba, South Sudan

