



# CITY OF MUTARE

## ENGINEERING & TECHNICAL SERVICES DEPARTMENT

### **VACANCY: MOTOR MECHANIC: GRADE 8x1**

Applications are invited from suitably qualified, experienced, self-motivated and task-oriented individuals to fill the above positions that have arisen within the Engineering and Technical Services Department.

#### **THE PERSON SPECIFICATION**

- Class 1 Artisan (motor vehicle mechanics)
- 5 'O' Levels including Mathematics and English
- Applicants should have at least three years' post qualification experience in a similar environment
- Any other relevant professional certification will be an added advantage

#### **DUTIES AND RESPONSIBILITIES**

The incumbent will be reporting to the Workshop Foreman and will be responsible for the following:

- Troubleshooting and problem-solving-identifying and resolving mechanical issues, such as vehicle or plant breakdowns
- Carrying out mechanical installations, repairs and maintenance on council vehicles and plant according to design manuals and safety standards.
- Ensuring safe and efficient operation of vehicles and plant.
- Preventive maintenance
- Safety compliance: ensuring compliance with mechanical safety regulations, codes, and standards and Occupational Safety and Health (OSH) requirements.
- Emergency response: Responding to emergency vehicle or plant breakdowns promptly, troubleshooting problems, and implementing solutions to minimize downtime and disruptions
- Supervision and guidance of juniors
- Record-keeping: maintaining accurate records of jobs performed, including work orders, maintenance logs, and inspection reports, documenting repairs, modifications, and upgrades
- Collaboration and communication with other tradespeople, contractors, and project managers.

## **KEY COMPETENCIES**

- Troubleshooting and problem solving
- Ability to communicate effectively
- Ability to work effectively, both independently and within a team
- Ability to handle pressure and work with minimum supervision
- Professional ethics

Applicants should submit six (6) certified copies of academic and professional certificates and their CVs to the office of the Town Clerk no later than 10 October 2025. Only shortlisted candidates will be contacted. Canvassing will automatically disqualify candidates.

## **“EQUAL EMPLOYMENT OPPORTUNITY”**

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K. B. CHAFESUKA  
**TOWN CLERK**