



JOB DESCRIPTION

A IDENTIFICATION INFORMATION

- A1 Job title:** Senior Mechanic
- A2 Department/Programme:** Agriculture
- A3 Section/Project:** Agric. Workshop
- A4 Reports to (position):** Supervisor – Agric. Workshop
- A5 Supervises (Name of Positions):** Junior Mechanics

B JOB DESCRIPTION

B1 Overall purpose of the job.

To manage preventive maintenance of the machine, overseeing other mechanics, planning for the repairs and spares and generating reports on Heavy Machines/tractors/light & heavy Vehicles.

Key Responsibilities

- Assessing and testing working conditions of all machines.
- Overseeing other mechanics in the actual repairs and troubleshooting of heavy and light machines independently.
- Identifying faults in machines that were not mentioned in the job card and carrying out all the repairs according.
- Arranging spare parts in case of any breakdowns.
- Arranging spare parts and overhauling the machines as per original Equipment Manufacturers (OEM) standards.
- Testing and recommending the working conditions of machines before they are finally driven to the field.
- Inducting Trainees of the section in coordination with the training office.
- Training other students and Junior Mechanics in relevant practical skills with the aim of applying classroom knowledge.
- Training other Mechanics in understanding and running electronics system and software installed on the new model/latest equipment.
- Assisting the supervisor to plan and stock spares for future requirements.
- Recording all spares used in/on machines to complete repairs, preparing and submitting related report to the supervisor-Agric.Workshop
- Overseeing the washing of the vehicles especially those that have been worked on.
- Overseeing the cleaning of the working area and ensuring that it is clean at all times.
- Adhering to safety, Health and Environmental policy of the Company
- Performing any other related duties as may be assigned to you by supervisor -Agric. Workshop/Management from time to time.

C Knowledge, qualifications & Experience

A minimum of Ten (10) years in a similar job from a busy workshop. Knowledge in all repairs, preventive maintenance, spare planning, man power management and, good record keeping and good communication skills on heavy earth moving Machines/tractors/Light & Heavy vehicles

C1.1 Education:

Higher Certificate in Motor vehicle mechanics/Diploma in mechanics/Automotive engineering

C1.2 Experience, Skills and Competences:

Be conversant with Tractors, Loaders and other machinery

Communication Skills: The position demands daily interactions with employees, management, and stakeholders, therefore, communication skills are an absolute necessity.

Analytical Skills: A candidate for this position must be capable of managing the repairs, planning, troubleshooting and Identifying the faults.

Interpersonal Skills: The candidate must be a helpful, calm and professional individual and demonstrate calmness during times of uncertainty/busy working hours.