



Headquarters
Ceasefire & Transitional Security Arrangements
Monitoring & Verification Mechanism
Juba, South Sudan

21th February 2023

50-H-5
Approved by
Inspector of
22/02/23
22 FEB 2023
MINISTRY OF LABOUR
REPUBLIC OF SOUTH SUDAN, JUBA

VACANCY ANNOUNCEMENT: JOB NO CTSAMVM/01/

**ADVERTISEMENT FOR RECRUITMENT OF A MECHANIC FOR
CTSAMVM HQs JUBA**

1. Ceasefire and Transitional Security Arrangements Monitoring and Verification Mechanism (CTSAMVM) is pleased to announce to the general public the recruitment of one qualified mechanic which is scheduled to take place in the month of February/March 2023.
2. The prospective candidates willing to join CTSAMVM must meet the prescribed conditions and education qualifications.

Terms and Conditions

3. A one (1) year contract with a possibility of renewal subject to satisfactory work performance and availability of funds.

Position

4. One mechanic at CTSAMVM HQs and who reports to the transport manager who is answerable to the Chief of logistics, CTSAMVM HQs.

Job Summary

5. We are seeking qualified mechanic to join our team and manage our pool of the vehicles in various team sites following all approved maintenance, administrative and logistic procedures. The successful candidate will be passionate about Mechanical/automotive repair of vehicles particularly in the field environment/countryside of South Sudan.

Functional Responsibilities

6. Under the direction of the Transport Manager CTSAMVM HQs Juba, the Vehicle Mechanic will be responsible for carrying out scheduled and unscheduled services and repairs on standard civilian vehicles mostly Off-road Nissan Patrols and Land cruisers in accordance with vehicle manufacture standards and ensures that all

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Signature
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CTSAMVM
JUBA



- Perform emissions inspections, safety checks and similar state-regulated vehicle examinations.
- Perform vehicle engine top and major overhaul.
- Perform any other tasks as required by the Supervisor/Officer in Charge/Transport Manager

8. **Desirable skills/Experience**

- Experience working as an auto mechanic/technician in an international organization/NGO.
- Knowledge of or experience with automotive diagnostics.
- Experience repairing and maintaining vehicular wheel and suspension systems.
- Experience performing various types of maintenance.
- Experience with or knowledge of using hand-powered tools.
- Skill or experience working with air brakes.
- Experience repairing and maintaining diesel engines in vehicles and heavy equipment.
- Knowledge of or experience with repairing clutches and brake systems of vehicles.
- Experience changing the oil/filters in engines.
- Experience repairing or installing vehicle suspension.
- Knowledge of or experience with repairing various types of equipment.
- Experience performing top and major overhaul of vehicles engines.
- Knowledge of or experience with auto body repair.
- Skill or experience safely lifting and moving heavy objects while preventing injury, either alone or with a teammate.

9. **Auto Mechanic's competencies**

- A valid National driver's license, clean driving record for conducting test drives.
- Must be a South Sudanese male Citizen with a National Identity card and no criminal record.
- Secondary school certificate or high school certificate/diploma, a senior four with relevant experience or knowledge and skills, fluent in spoken and written English.





relevant safety procedures have been followed when repairing and fitting replacement spare parts.

The Mechanic is required to have a client-oriented approach, high sense of responsibility, courtesy, time management, tact and the ability to work with people of different nationalities and cultural backgrounds.

7. Auto Mechanic's Duties

To this end the incumbent shall perform the following duties:-

- Perform diagnostic troubleshooting services and repairs of CTSAMVM Fleet of Vehicles/Equipment in accordance with vehicle manufacturer's standards procedure and schedules in Juba and all other team sites across South Sudan.
- Diagnose and rectify all electrical and electronic fault on Light Vehicles/Equipment battery, ignition system, electronic fuel injection, anti-lock braking, airbag SRS fixtures and general wiring, alarms & immobilizers tracking devices, power windows, mirrors and power seats; heating, ventilation and air conditioning systems using the diagnosis tools or manual skills.
- Service, maintain and reset the electronic vehicle monitoring system, EVMS Car logs.
- Ensure that all relevant safety procedures are followed when repairing and fitting replacement parts.
- Recover/Repair broken-down Vehicles.
- Operate Light Vehicles/Equipment and Engineering machineries.
- Conduct vehicle inspections on CTSAMVM-owned vehicles assigned to various units in the field/team sites.
- Produce reports for all servicing and repairs carried out.
- Repair brake and steering systems.
- Diagnose and repair electrical and electronic systems.
- Replace or repair transmissions and fuel components as needed.
- Repair cooling components and systems including air conditioners and engine cooling.





- Craft certificate/Diploma in auto mechanic or similar course from a recognized institution.
- Physically and mentally healthy, able to reach, stretch, bend, and sit for long periods of time
- Willingness to work at nights, weekends, and holidays as required.
- Minimum of 3 to 5 years' experience as a professional mechanic with a reputable organizations or Government Institutions.
- Ability to remain calm in high-stress situations such as road accidents, bad weather conditions and impatient drivers.

10. **Remuneration.** This is to be discussed during the interview but shall be based on qualifications and experience.

11. Interested candidates should send clear photocopies of relevant academic certificates, testimonials, current National Identity (ID) Card, auto-mechanic certificates, and driving license must be attached to the application and addressed to the:

**Human Resource Manager Ceasefire and Transitional Security Arrangements
Monitoring and Verification Mechanism (CTSAMVM)**

**Airport-Ministry Road, Tongping
Plot No. 458, Block 3K South, 1st Class
Juba, South Sudan**

Email to: adminandpers@igad-rss.org Or allhr@igad-rss.org

12. The applications should reach the addressee on or before **14 March 2023**. Only candidates who will be shortlisted, shall be notified by **17 March 2023** for oral/practical interviews to fill the vacant position of Auto mechanic at CTSAMVM Transport section.

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