



CAREER OPPORTUNITY

MAINTENANCE SUPERVISOR

QUALIFICATION AND EXPERIENCE: -

- Five (5) CXC/GCE or equivalent
- Diploma in Auto-mechanics or equivalent
- Experience with heavy equipment preferred
- At least five (5) years' experience
- Computer literate

SKILL REQUIREMENTS: -

- Sound knowledge of equipment repair standards and procedures
- Excellent diagnostic and trouble shooting skills for light and heavy equipment
- Technical knowledge of specifications for motor vehicles and trucks
- Ability to relate well with the private sector
- Valid general driver's license and ability to test operation of all equipment
- Good oral and written communication skills
- Knowledge of Public Sector Procurement Guidelines
- Knowledge of the Road Traffic Regulations
- Creativity, innovation, and problem solving

REPORTING RELATIONSHIP

- Reports to: Maintenance Engineer

HIGHLIGHT OF JOB FUNCTIONS: -

- Diagnose motor vehicle/equipment fault and recommend corrective action.
- Inspect all vehicles prior to and after repairs
- Analyze and recommend estimates and final invoice for approval based on time and cost
- Ensure that repairs are of the highest standard and at a reasonable cost
- Prepare monthly department report
- Manage preventative maintenance inspections for all vehicles and equipment

**Applications should be submitted no later than
Tuesday, February 07, 2023, and addressed to:
Manager, Personnel and Industrial Relations
National Works Agency
140 Maxfield Avenue,
Kingston 10**

**Application can be sent via email to:
Recruitment@nwa.gov.jm**