



JOB DESCRIPTION

JOB TITLE	Mechanic		
JOB NO. / ID	NAUSORI	DATE LISTED	01-January-2024
JOB LOCATION	NAUSORI TOWN COUNCIL		
ROLE PURPOSE	To maintain, repair, and ensure the proper functioning of machinery, vehicles, and mechanical systems. Mechanics play a vital		
DIVISION / DEPARTMENT	COMMUNITY	REPORTING REQUIREMENT	Manager Community Service
RENUMERATION	A competitive salary depending on qualifications and work experience will be offered to the successful candidate.		
POSITION DETAILS			
<input checked="" type="checkbox"/>	FULL-TIME	<input type="checkbox"/>	45 HOURS PER WEEK
<input checked="" type="checkbox"/>	PROJECT BASED	<input type="checkbox"/>	3 YEAR CONTRACT PERIOD
JOB DESCRIPTION	<input type="checkbox"/> Check and report on all Council Fleets and Machineries <input type="checkbox"/> Carry out servicing and maintenance works on Council Fleets/ Machineries and do welding works as and when required. <input type="checkbox"/> Assist in getting quotes for repair works. <input type="checkbox"/> All vehicles under warranty to be serviced and repaired by the agents or the suppliers only. <input type="checkbox"/> Carry out other property maintenance works if required. <input type="checkbox"/> Work closely with the Depot Team at all times. <input type="checkbox"/> Maintain service register. <input type="checkbox"/> Any other duties as and when assigned by Supervisor.		
Key Performance Indicator	<input type="checkbox"/> All vehicles and machineries to be fully operational. <input type="checkbox"/> Minimum down time is required. <input type="checkbox"/> Reduction in maintenance cost		
EDUCATION REQUIREMENTS	<input type="checkbox"/> Trade Certificate or Diploma in Automotive Repairs. <input type="checkbox"/> 2 years' experience as a mechanic <input type="checkbox"/> Able to service and repair light and heavy goods vehicles with small machinery <input type="checkbox"/> Group 2 to Group 6 Driver's Licenses <input type="checkbox"/> Must be a good team player and should have good character.		
PERSONAL CHARACTER	All applicants for employment in Nausori Town Council must be of good character, with a background that demonstrates their commitment to the civil service values contained in the Fijian Constitution. Applicants must also be Fijian Citizens, under the age of 55 years, in sound health, and with a clear police record. The selected applicant will be required to provide a medical certificate and police clearance prior to taking up duty.		