



# Job Description

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<b>Job Title</b> Assistant Engineer: Airside Civil	<b>Job Location</b> Zanzibar City	<b>Category</b> -
<b>Job Type</b> Full Time	<b>Job level</b> Intermediate	<b>Industry</b> Facilities Management
<b>Open to Expatriates</b> Only Open to Tanzanian Nationals		

## Minimum Requirements

<b>Min Budget</b> -	<b>Max Budget</b> -	<b>Primary Industry</b> Facilities Management: 5 Years
<b>Secondary Industry</b> -	<b>Primary Category</b> -	<b>Secondary Category</b> -
<b>Certificate</b> -	<b>Qualification</b> -	

## Summary

The Assistant Engineer: Airside Civil is responsible for implementing the maintenance policy defined by the Technical Director and ensuring compliance, availability and optimal operation of airside infrastructure, with focus on aeronautical pavement

## Responsibilities

**Preventive and Corrective Maintenance Execution:** Lead and perform with the technician's preventive and corrective maintenance tasks and inspections for the aeronautical pavement at the airports as per aerodrome service manual and maintenance procedures

**Maintenance Inspection and Task Monitoring:** Ensure all maintenance inspections, daily log activities and tasks are being done by technicians efficiently, accurately and on time

**Maintenance Reporting:** Ensure all maintenance report being dispatched and delivered to the HOD by email and through CMMS on time

**Maintenance Analysis and Intervention Planning:** Analyze report and schedule intervention for corrective maintenance accordingly

**Inventory Coordination and Reporting:** Coordinate with the stores follow up in the inventory threshold and report to the HOD by email and through CMMS

**Material and Subcontractor Requests:** Raise request for materials and subcontractors for corrective repairs to the HOD

**Maintenance Plan Implementation (CMMS):** Full implementation of the maintenance plans and activities through computerized Maintenance management

**Safety Compliance in Maintenance Activities:** Follow and implement all safety requirements for the inspection and maintenance implementations as per the regulations

**Activity Reporting Consistency:** Consistency of reporting all activities on timely manners

**Technical Issue Escalation:** Immediate escalation of the major technical issues which present noncompliance to the regulations, affect airport operations and business continuity

**Task and Inspection Optimization:** Propose and modification for the task list and inspection form make it more relevant and efficient

**Technician Performance Management:** Close performance management for technicians and take disciplinary actions if needed

**Field Coordination with Departments:** Coordinate the field activities of the departments with other relevant technical, operational departments

**Compliance with Company Policies:** Respect for company policies and procedures

**Internal Communication:** Communicate internally on the progress of maintenance work

## Education & Qualifications

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- BAC + 5, Civil engineering degree or equivalent
- Additional training or specialization in pavement management, or infrastructure maintenance is an added advantage
- Professional certification in civil engineering, asset management, or project management (e.g., PMP or equivalent) is an added advantage

## Requirements

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- 5 years' proven experience in pavement maintenance and constructions

## Characteristics

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- Proficiency in English is an added advantage

### Key Performance Indicators

- Deliver all airside civil maintenance tasks and inspections within planned schedules without delays
- Ensure timely submission and accuracy of maintenance reports through CMMS and internal channels
- Maintain operational condition and serviceability of aeronautical pavements and airside infrastructure
- Monitor and drive technician performance to ensure efficient and compliant maintenance execution

## Reporting To

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Civil Head of Department

## Driving Licence

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Not Required

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