



Job Description

9th Floor Tanzanite Park, Victoria, Dar es Salaam, Tanzania | +255 758 778 886 | info@empower.co.tz

Job Title Head: Mechanical Engineering	Job Location Zanzibar City	Category Mechanical
Job Type Full Time	Job level Head of Department	Industry Air Transport
Open to Expatriates Only Open to Tanzanian Nationals		

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Air Transport: 5 Years
Secondary Industry -	Primary Category Mechanical: 5 Years	Secondary Category -
Certificate -	Qualification -	

Summary

The Head: Mechanical Engineering is responsible for implementing the maintenance policy defined by the Technical Director and help ensuring compliance, availability and optimal operation of airport Mechanical systems and Equipment.

Responsibilities

- **Maintenance Planning and Coordination;** Program and coordinate preventive and corrective maintenance tasks for Mechanical systems.
- **Maintenance Execution Oversight;** Manage all maintenance activities performed by the assistant engineers, Mechanical technicians and the subcontractors, make sure it is implemented on a timely manner as per the maintenance plans.
- **Maintenance System Implementation (CMMS);** Full implementation of the maintenance plans, activities and reporting through computerized Maintenance management activities.
- **Maintenance Analysis and Action Management;** Analyze all maintenance report and take actions immediately for corrections by raising requests, escalations, call for interventions.
- **Corrective Maintenance Coordination;** Trigger and coordinate corrective maintenance operations carried out in-house or by subcontractors.
- **Equipment Monitoring and Control;** Monitor the equipment under his/her responsibility.
- **Equipment Compliance and Functionality Assurance;** Ensure the conformity and proper functioning of all Mechanical systems and equipment's.
- **Activity Reporting Consistency;** Consistency of reporting all activities on timely manners.
- **Technical Issue Escalation;** Escalation of the major technical issues which present risk to airport operations and level of service.
- **Maintenance Optimization and Review;** Continues review of the task lists, inspection activities make it more efficient and relevant to the infrastructure and system used by the airport.
- **Maintenance Analysis and Action Management (Duplicate);** Analyse all maintenance report and take actions immediately for corrections by raising requests, escalations, call for interventions.
- **Equipment Installation and Commissioning;** Coordinate and supervise the installation, adjustment and commissioning of new electrical equipment.
- **Acceptance Testing and Commissioning;** Carry out acceptance tests for the commissioning of new electrical facilities.

- **ORAT Participation;** Participate in the Operational Readiness and Airport Transfer (ORAT) process to ensure new facilities are functional.
- **Contract Development (SLA);** Create Contract packages for service level agreement for the Mechanical systems in the airport as per the task lists.
- **Budget Planning and Management;** Initiate budget for corrective and preventive maintenance for the Mechanical systems.
- **Spare Parts Identification;** Identify spare parts required for Mechanical systems.
- **Stock Monitoring and Reporting;** Stock monitoring and reporting.
- **Payment Processing and Contract Compliance;** Raise payment request for services provider on time manner make sure payment done on time as per the contract terms and conditions.
- **Performance and Quality Management;** Close performance and quality management for assistant engineers, technicians and subcontractors and report and report any misconduct, non-conformity, propose and take disciplinary actions.
- **Cross-functional Coordination;** Coordinate the activities of the departments with other relevant technical, operational departments and stakeholders.
- **Policy Compliance;** Ensure respect for company policies and procedures.
- **Safety and Risk Management;** Ensure work done is implemented in safe regulatory manner and risk assessment is done and communicated prior to the work.
- **Strategic Planning and Investment Contribution;** Participate in the definition of the investment and maintenance plan and budget, for the upgrading, optimization and improvement of facilities and equipment under his/her responsibility.
- **SMS Contribution and Implementation;** Contribute to event Reporting and safety risk analysis as part of the SMS.
- **SMS Corrective Actions Implementation;** Implement the preventive and corrective actions prescribed by the SMS within its scope of activity.
- **Internal Communication;** Communicate internally on the progress of maintenance work.

Education & Qualifications

- Bachelor's degree in Mechanical engineering or equivalent
- Proficiency in both English and Swahili

Preferred Educational Qualifications and Experience

- **Education:** Additional training or specialization in mechanical systems, HVAC systems, or airport infrastructure is an added advantage.
- **Professional Certifications:** Certification or training in mechanical systems, HVAC systems, or maintenance systems from recognized institutions or equipment manufacturers is an added advantage

Requirements

- At least 5 years' proven experience in maintenance of Mechanical Systems preferably airports related systems
- Experience in airport mechanical systems or large-scale infrastructure is an added advantage

Characteristics

Required Competencies:

Technical

- Mechanical Systems Knowledge
- HVAC Systems Expertise
- Airport Equipment Knowledge
- Maintenance Management(PM/CM)
- CMMS & Reporting Systems

Behavioral

- Planning & Prioritization
- Analytical Problem Solving
- Operational Awareness
- Accountability & Discipline
- 24/7 Operational Readines

Power

- Team Leadership
- Performance Management

- Decision-Making Under Pressure
- Delegation & Supervision
- Stakeholder Coordination

Reporting To

- Chief Technical Officer

Driving Licence

Not Required

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