



Job Description

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Job Title Supervisor: Maintenance Workshop	Job Location Zanzibar City	Category -
Job Type Full Time	Job level Supervisory	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 -	Secondary Category -
Certificate -	Qualification -	

Summary

The Supervisor: Maintenance Workshop is responsible for implementing the maintenance policy defined by the Technical Director for vehicles and equipment and ensuring compliance, availability and optimal operation of Vehicles and mobile equipment available.

Responsibilities

- Lead the technicians to perform preventive and corrective maintenance tasks and inspections for Vehicles, tractors, buses, and RFFS
- Manage the workshop equipment maintenance and fabrication activities
- Identify required tools and PPE required by the technician to perform inspection and maintenance for mobile equipment make sure it's available
- Ensure all maintenance inspections, daily log activities and tasks are done by technicians efficiently, accurately and on time
- Ensure all maintenance report being dispatched and delivered to the HOD by email and through CMMS on time
- Analyze report and schedule intervention for corrective maintenance accordingly
- Coordinate with the stores follow up in the inventory threshold and report to the HOD by email and through CMMS
- Raise request for materials and spare parts to the HOD for approvals
- Full implementation of the maintenance plans and activities through computerized Maintenance management activities
- Follow and implement all safety requirements for the inspection and maintenance implementations as per the regulations specifically for RFFS vehicles
- Consistency of reporting all activities on timely manners.
- Immediate escalation of the major technical issues which present noncompliance to the regulations, affect airport operations and safety requirements
- Propose and modification for the task list and inspection form make it more relevant and efficient
- Close performance for auto-technicians and take disciplinary actions if needed
- Coordinate the maintenance activities with other relevant technical, operational departments
- Respect for company policies and procedures.
- Communicate internally on the progress of maintenance work.

Education & Qualifications

- Bachelor's degree in mechanical engineering or equivalent diploma
- Additional training in mechanical systems, automotive systems, or maintenance workshop operations is an added advantage
- Certification or training in vehicle maintenance, workshop management, or mechanical systems from recognized institutions is an added advantage

Requirements

- At least 5 years' proven experience in Mechanical equipment maintenance teams, ideally in an airport environment. With computer knowledge
- Experience in airport vehicles, mobile equipment, or workshop operations is an added advantage

Characteristics

Technical

- Mechanical Systems Knowledge
- Automotive Maintenance Expertise
- Workshop Operations Management
- Airport Equipment Knowledge
- CMMS & Reporting Systems

Behavioral

- Planning & Coordination
- Work Discipline
- Safety Awareness
- Accountability
- Operational Flexibility

Power

- Team Supervision
- Performance Management
- Decision-Making
- Task Delegation
- Stakeholder Coordination

Reporting To

Mechanical Head of Department

Driving Licence

Not Required

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