

POSITION DESCRIPTION

AM9022 - Workshop Manager

Our client, is a wholly Papua New Guinea owned company.

Applications are invited from qualified and experienced professionals for this role based in a major regional centre.

Whilst the position is work permit approved, applications from Papua New Guineans with a background from mining or manufacturing fleet workshops is really encouraged.

WORKSHOP MANAGER

Reporting to the Chief Executive Officer (CEO), this role is responsible for coordinating workshop activities, planning routine service maintenance and attending to break downs.

Key Responsibilities:

- Coordinate the day-to-day activity of workshop personnel to ensure workshop equipment is maintained efficiently and timely
- Oversee the training of apprentices and post trade training of other workshop personnel
- Ensure that equipment availability is optimized by planning and implementation of maintenance schedules for mobile and fixed plant
- Ensure all maintenance is recorded in designated software and linked with vehicle and machine telemetry
- Preparation of the workshop operations budget and quotes/job costing relating to repair or maintenance of equipment
- Ensure that plant maintenance costs remain within budget
- Maintain and account for store of spare parts
- Liaison with department managers in relation to vehicle equipment replacement and improvements.

Expected Competencies:

- Tertiary or Mechanical Trade qualifications as appropriate
- Minimum of 10 years work experience in operating and repairing both LV and HV vehicles
- Min 10 years` experience operating and maintaining generators from 50 to 1250 KVA
- Experience in developing countries an advantage
- Knowledge of MS Office applications
- Knowledge of Maintenance and asset management software
- People management skills
- Quality and productivity focused
- Excellent written and spoken English
- Knowledge of Pidgin English an advantage.

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the online application form and attach the following - updated CV, certificates and details of three (3) referees with current contact details.

For more information email jobs@vanguard.com.pg or call (+675) 7500 7500.

Applications close COB Friday, 19th April 2024

Only shortlisted applicants will be contacted

To apply for this position:

- Download and complete the Application Form from <https://vanguard.com.pg>.
- Email the application to jobs@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview