
MINUSTAH JOB OPENING

Internal / External

Job Title & Level:	Vehicle Mechanic, GL-4
Department/Office:	Transport
Location:	Port Au Prince - HAITI
Posting Period:	02 Feb 2016 – 15 Feb 2016
VACANCY ANNOUNCEMENT:	MINUSTAH-NJO-2016-004

UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

Human Resources Section invites all interested and qualified candidates to apply for the announced position. All interested candidates should submit their applications (Personal History Profile - P11 and/or CVs) and copies of their educational certificates to Recruitment Unit via email: minustah-recruitment@un.org.

Please include also the job opening number of the above position in your e-mail application. Acknowledgment will be sent to short listed candidates only.

Organization Setting and Reporting Line

Under the general direction of the Chief Transport Officer and the direct supervision of the OIC light workshop, the vehicle mechanic shall be responsible for the technical and operational effectiveness of UN owned standard commercial pattern vehicles at the Transport base workshop in Port Au Prince. The incumbent shall perform the following functions:

Responsibilities:

To maintain, service and repair United Nations owned vehicles in accordance with applicable maintenance schedule and manufacture's specified standards.

Mechanic duties include engine tune ups, service of hydraulic brake system, cooling and fuel systems and the steering/suspension system including wheel alignment.

Diagnoses, repair and overhaul major assemblies and components, e.g. engines, axles and transmissions.

Identifies various faults and diagnoses the problem with step by step service manual and electronic Toyota tester.

Ensuring safety procedures and environmental friendly working habits are followed when repairing and fitting replacements spare parts.

Conducts pre-issue checks and equipment safety inspections on UN owned vehicles and workshop equipment;

Test drive vehicles for technical analyses, ensuring quality control of repairs and road worthiness; Works independently with minimum supervision, has the experience and ability to lead a team of vehicle mechanics in a maintenance unit;

Updates the electronic work orders in the Fleet Maintenance System (FMS) to reflect accurate records;

Conduct internal environmental inspections and occupational safety risk assessments;

May performs other related duties, as required, within the Transport workshop.

COMPETENCIES

Professionalism: - Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Communication: - Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style and format to match the audience; demonstrates openness in sharing information and keeping people informed.

Teamwork: - Works collaboratively with colleagues to achieve organizational goals. Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others. Places team agenda before personal agenda. Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position. Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Education: - High school diploma is required. Appropriate technical and vocational qualifications in vehicle repair and maintenance is highly desirable.

Work Experience: - At least four years of progressively responsible experience in light and 4 x 4 all-wheel drive vehicle repairs is required. Experienced in heavy/specialized transport equipment, plant/or MHE (fork lift trucks, tractors) maintenance. Knowledge of automotive electric/electronic and/or automotive air condition system repairs is an advantage. Valid national driving license is required. Good working knowledge in utilizing computer software applications (Outlook, MS Word, Excel, FMS in Galileo, etc.)

Languages: - English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in oral and written French is required. Good communication and working knowledge in English is an advantage.