

Government of Tuvalu – Job Description



Position Title:	Mechanic (Heavy)	
Band and Salary:	S1-S3	\$10,887 to \$15,447
Ministry and Department:	Public Works, Infrastructure Development, and Water	Public Works
Location:	Funafuti	
Reports to:	Principal Mechanical Engineer	

JOB PURPOSE:

Responsible for maintaining, troubleshooting, and preparing a wide range of heavy mechanical equipment to ensure optimal functionality and safety.

KEY RESPONSIBILITIES:

1. Conduct thorough inspections and diagnostics of heavy mechanical equipment.
2. Perform complex repairs, maintenance, and overhauls on heavy machinery.
3. Disassemble, repair, and reassemble mechanical components, engines, transmissions, and hydraulic systems.
4. Use precision tools, diagnostic equipment, and technical manuals
5. Collaborate with engineering and maintenance teams.
6. Maintain accurate records of repairs and maintenance.
7. Ensure compliance with safety regulations and guidelines.

MAIN DUTIES AND OUTCOMES:

- 1.1 Perform visual and functional inspections of equipment to identify mechanical, electrical, and hydraulic issues.
- 1.2 Utilize diagnostic tools such as pressure gauges, multimeters, and computerized diagnostic systems to identify problems.
- 1.3 Document findings and create detailed inspection reports for further analysis.
- 2.1 Dismantle malfunctioning components, engines, transmissions, and hydraulic systems.
- 2.2 Repair or replace damaged or worn parts to restore equipment functionality.
- 2.3 Reassemble components with precision, ensuring proper alignment and functionality.
- 3.1 Apply specialized knowledge and skills to dismantle complex mechanical assemblies.

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- 3.2 Repair or rebuild engines and transmissions, replacing damaged or worn-out components.
- 3.3 Reassemble components with meticulous attention to detail, ensuring proper torque and alignment.

- 4.1 Utilize precision measuring tools like calipers, micrometers, and dial indicators for accurate measurements.
- 4.2 Operate computerized diagnostic equipment to read and interpret error codes and system data.
- 4.3 Refer to technical manuals, blueprints, and schematics to guide repair and maintenance procedures.

- 5.1 Communicate with engineering teams to understand equipment design and operational requirements.
- 5.2 Collaborate with maintenance planners to schedule repairs and preventive maintenance tasks.
- 5.3 Provide feedback and recommendations for equipment design improvements based on observed issues.

- 6.1 Document repair actions, parts used, and hours worked for each maintenance task.
- 6.2 Maintain organized records for future reference and analysis.
- 6.3 Input data into computerized maintenance management systems (CMMS) for tracking and reporting.

- 7.1 Adhere to safety protocols and guidelines during all repair and maintenance activities.
- 7.2 Use personal protective equipment (PPE) as required when working with hazardous materials or equipment.
- 7.3 Identify and report potential safety hazards in equipment or work environments.

MANDATORY REQUIREMENTS:

Qualification & Experience

Technical certification in heavy equipment mechanics, mechanical engineering, or a related field with 3 years of experience as a mechanic working with heavy mechanical equipment, demonstrating a deep understanding of mechanical systems and components.

Skills & Knowledge

Proficiency in interpreting technical manuals, blueprints, and schematics.

Strong diagnostic and problem-solving skills, with the ability to troubleshoot complex mechanical issues effectively.

Welding and fabrication skills, with experience in working with various metals.

Proficiency in using diagnostic tools, precision instruments, and specialized equipment.

Ability to work independently and in a team environment, managing multiple tasks simultaneously.

Excellent communication skills to interact with team members and provide clear explanations of repairs and maintenance activities.

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Physical strength, agility, and the ability to work in physically demanding and challenging environments.

Valid driver's license and the ability to operate heavy equipment safely.

Knowledge of safety regulations and practices related to heavy machinery operation and maintenance.

IMPORTANT NOTICE

Applicants through their applications MUST:

- (i) Address all the qualification requirements of the job description.
- (ii) Address each of the responsibilities of the job as listed in the job description indicating how best he/she can carry out those responsibilities satisfactorily and at the same time add value to the job.
- (iii) The response in each case in (i) and (ii) must reflect the information in the CV; and the job application checklist.

It is expected that officers recognize the cross-cutting nature of gender issues; the roles and responsibilities in this job description should be performed by taking into account a sector integration of gender perspectives.