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| Title | Workshop and Machinery Specialist |
| Vacancy Number | MOPW/SRTAP/1400-37 |
| Ministry | Ministry of Public Works |
| Organization | Road Maintenance Directorate |
| Project | Sustainable Reform & Technical Assistance Project (SRTAP) |
| Duty Station | Afghanistan (Various Provinces) |
| Duration | 1 Year (with possibility of extension) |
| No of Jobs | 1 |
| Nationality | Afghan |
| Sex | Male/Female |
| Salary Range | According to NTA Salary Scale (D-5) |
| Announcing Date | 03/May/2021 |
| Closing Date | 15/May/2021 |
| Job Type | Engineering |
| Shift | Full Time |
| Experience | +6 years |

Background:

The Ministry of Public Works (MoPW) is responsible for the planning, design, procurement, implementation, monitoring, and maintenance of the various transportation infrastructure projects such as roads, bridges, and its relevant drainage and retaining/protection structures in the government of the Islamic Republic of Afghanistan.

Therefore, to enhance the capacity to strengthen its ability to deliver effective, efficient and transparent services in MPW the Human Resource Directorate wishes to recruit the following staff on contract basis from development Budget for the Ministry of Public Work (MPW)

Scope of Work/Job Summary:

Ministry of Public Work is hiring a professional Workshop and Machinery Specialist with extensive experience in this capacity being responsibility for the operation of the Mechanical Workshop service that provides technical support to junior engineers and technicians for efficient machinery operations when needed. The Workshop and Machinery Specialist will be responsible for coordinating the technicians ensuring that work is carried out on time and to budget. The incumbent will be expected to establish a best practice in the management of the facility including the forward planning and optimization of materials, equipment and technical resource. The incumbent will function as a member of the operation and maintenance team where He/She provides technical inputs and Supports technical and engineering personnel with project support duties. The potential candidate will remain active through all project phases and should work in close coordination with the senior management in MPW. He/ She must directly report to the Senior Management/ Consultants of the Department.

The Workshop and Machinery Specialist will carry out the following

Duties & Responsibilities:

- To undertake or distribute work as it is received for the design and development construction, modification and commissioning of new and pre-existing equipment.
- Working closely with the Workshop, machinery and mechanical engineers to develop and implement new procedures and processes which will enhance staff experience. Maintaining records for your area.
- Maintaining highest standards of safety, ensuring adherence to MPW Policies at all times
- Following MPW procedures relating to the testing, maintenance and calibration of equipments ensuring all work is carried out to the highest standards
- The calibration and maintenance of test equipment ensuring all test equipment is in satisfactory working order at all times
- Updating maintenance & calibration schedules for equipments and machinery.
- Updating the status of assets and job reports on asset tracking system
- Maintaining good housekeeping practices in all areas of workshop
- Working closely with vendors ensuring timely arrival of spare parts order / workshop stock
- Communicating effectively with colleagues at all levels to ensure satisfactory information transfer
- Required to work off site undertaking mobilizations all over Afghanistan as and when required.
- Perform periodic checks on equipment and solve problems as detected.
- Work with others in order to ensure that equipment is in proper working order.
- Sets up and operates machine tools according to specifications, tooling instructions, and standard charts, applying knowledge of machining methods.
- Reads blueprint or job order for product specifications, like dimensions' tolerances and tooling instructions, and determines sequence of operations.
- Observes operation of machine verifies conformance of machined work piece to specifications, using measuring instruments.
- Sets up and operates machine tools according to specifications, tooling instructions, and standard charts, applying knowledge of machining methods.
- Selects, positions and secures tool in tool holder chuck, collet, or tool post.
- Observes operation of machine verifies conformance of machined work piece to specifications, using measuring instruments, like fixed gauges, calipers, and micrometers.
- May set up and operate machines and equipment other than machine tools, like welding machines flame-cutting equipment.

Skills & Competencies:

- Experience as a Machine Operator
- Knowledge of Production Procedures
- Ability to Read Blueprints, Schematics and Manuals
- Analytical Skills
- Attention to Detail
- Teamwork
- Physical Stamina and Strength
- Handle Heavy Equipment
- Work Independently
- Multitask

Job Requirements:

- Bachelor degree in Mechanical Engineering or other relevant field with 6 years of relevant experience.
- Willing to perform repetitive tasks for extended periods
- Travel to all provinces of Afghanistan

Required Documents:

- Copy of verified Bachelor Degree by Ministry of Higher Education
- Copy of verified Afghan ID Card (Tazkera)
- Copy of verified last Posting Contract

Submission Guideline:

Interested candidates are requested to forward their applications and detailed CV to mopw.vacancies@yahoo.com , kindly indicate the vacancy number (**MoPW/SRTAP/1400-37**) and the post title (**Workshop and Machinery Specialist**) in the subject line when applying by email. To the Human Resource Unit – Sustainable Reform and Technical Assistance Project of Ministry of Public Work Kabul Afghanistan.

Office Add: SRTAP Office, Kabul Jalalabad Road, In front of KMTC, Ministry of Public Work, Kabul Afghanistan.

Only short-listed candidates will be notified