Position:
Business Unit:
Location:
Reporting to:

Mechanic Barons Tokai

**Service Manager** 



## **Overview: Job purpose and deliverables**

**Purpose of the role**: The core purpose of this position is to provide quality service and repair work first time right, as efficiently and effectively as possible. The successful candidate would strive for efficiency, pro-actively developing their technical knowledge, work best as a member of a team and have a strong belief in quality workmanship.

#### Key deliverables and outputs:

- Ensure work carried out reflects the requested and authorized work, by using the latest technical information and ensuring excellent quality of repairs.
- Use the correct tools and equipment at all times as per requirements.
- Ensure work is done according to manufacturer specifications
- Have good administrative acumen, by reporting accurately on faults found and work done, and ensuring that manufacturer work instructions and procedures are adhered to, always;
- Take good care of customer vehicles and property, using fender and seat covers at all times, and driving safely when testing vehicles
- Maintain a professional impression at all times by taking care of your work area, ensuring it is neat and clean
- o This position also requires a willingness to assist and mentor apprentices.



# Overview: Essential individual competencies to be successful in the job

#### **Academic qualifications:**

- Matric Certificate
- o Unendorsed driver's license
- Qualified Petrol technician
- o Master Technician

#### Work experience:

- 5 years' experience in the field
- Basic computer literacy
- Ability to mentor apprentice
- Ford Master Technician

#### **Knowledge and Skills:**

- Mechanical and product knowledge
- Use of Manuals and special equipment
- CSI Awareness

#### **Behavioural Attributes:**

- o Quality maintenance
- Good communication skills
- Strong diagnostic ability
- Adherence to time constraints and deadlines
- Diagnosing

#### Level of Decision-Making

Decision making takes operational trends and business plan into account and generates multiple possibilities that involve trade-offs and juggling of multiple variables (budget, people, technology).

### Level of Problem Solving

Problem solving requires specialist and/or highly technical ideas/concepts.

**APPLICATIONS MUST BE FORWARDED TO: ON, OR BEFORE: 05 April 2025** 

Email: Recruitment@nmi.co.za

Please use reference number: Mechanic Barons Tokai

Any internal employee who considers this opportunity must inform his/her manager prior to applying/attending an interview.

Should you not receive a response in 10 days, please consider your application as unsuccessful as Selection will be done in terms of the company's Employment Equity Policy

Email: Recruitment@nmi.co.za | Website: www.nmi.co.za