TSHWANE AUTOMOTIVE SPECIAL ECONOMIC ZONE
AFRICA'S FIRST AUTOMOTIVE CITY

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SENIOR MECHANICAL MAINTENANCE TECHNICIAN: ZONE OPERATIONS DIVISION

(12- MONTHS FIXED-TERM CONTRACT)

(Internal and External Advertisement)

PURPOSE OF THE JOB

The Senior Mechanical Maintenance Technician is responsible for planning, coordinating, and executing preventative, reactive, corrective, and statutory maintenance of all mechanical systems within commercial buildings. The incumbent ensures the reliability, efficiency, safety, and regulatory compliance of building mechanical infrastructure, supervises service providers, provides technical leadership, and ensures the uninterrupted operation of facilities in alignment with business objectives and stakeholder requirements.

KEY RESPONSIBILITIES

- Lead, manage, mentor, and develop mechanical maintenance staff and technical teams.
- Plan, coordinate, and oversee preventative, predictive, corrective, reactive, and statutory maintenance activities.
- Ensure the safe, reliable, and efficient operation of HVAC, plumbing, fire protection, lifts, and other building mechanical systems.
- Provide engineering expertise and technical leadership for troubleshooting, root cause analysis, and problem resolution.
- Develop and implement maintenance strategies, standards, procedures, and best practices.
- Manage service providers, contractors, and consultants to ensure quality service delivery and contractual compliance.
- Oversee mechanical engineering projects, refurbishments, upgrades, and capital works from concept through to completion.
- Manage mechanical asset lifecycle planning, condition assessments, and replacement strategies.
- Ensure compliance with all applicable legislation, regulations, codes, standards, and health and safety requirements.
- Prepare and manage maintenance and project budgets, forecasts, and expenditure controls.
- Monitor asset performance through KPI reporting, reliability analysis, and continuous improvement initiatives.

Directors: Mr. M. Molefane (Board Chairperson) / Dr. L. Stander / Dr. M. Khumalo / Ms. V. Zitumane / Mr. T. Mathibe / Mr. M. Kgowedi / Mr.R. Davies / Mr. N. Mashamaite.

Chief Executive Officer (Act): Mr. A. Sangweni / **Chief Financial Officer:** Ms. R. Hlabatau (CA-SA) / **Company Secretary:** Ms. T.D. Modikoe

Reg. No. 2020/214518/07

- Identify and implement energy efficiency, sustainability, and operational optimization opportunities.
- Support business continuity by minimizing equipment downtime and ensuring operational resilience.
- Provide technical input into risk assessments, audits, inspections, and business planning processes.
- Collaborate with stakeholders to align mechanical engineering services with operational and strategic objectives.

Mechanical Maintenance

- Plan and implement preventative, predictive, corrective, and emergency maintenance programmes.
- Inspect, maintain, troubleshoot, and repair mechanical building services and equipment.
- Ensure optimal operation and availability of HVAC systems, plumbing systems, fire protection systems, roller shutter doors, lifts, escalators, pumps, generators (mechanical components), compressed air systems, and other mechanical assets.
- Monitor equipment performance and recommend maintenance improvements to reduce downtime.
- Conduct root cause analysis of equipment failures and implement corrective actions.

Asset Management

- Maintain an accurate mechanical asset register.
- Conduct routine condition assessments of mechanical infrastructure.
- Recommend refurbishment, replacement, or upgrading of ageing assets.
- Assist with lifecycle planning and capital replacement programmes.

Preventative Maintenance

- Develop and monitor preventative maintenance schedules.
- Ensure statutory inspections and servicing are completed within prescribed timeframes.
- Maintain maintenance records, inspection reports, and equipment history.
- Monitor contractor performance against maintenance schedules and service level agreements.

Contractor and Service Provider Management

- Supervise contractors performing maintenance and installation work.
- Verify work quality and compliance with specifications and applicable standards.
- Review completed work before recommending certification and payment.
- Ensure contractors comply with health, safety, environmental, and quality requirements.

Projects and Technical Support

- Provide technical support for refurbishment, construction, and infrastructure projects.
- Review technical drawings, specifications, and engineering designs.
- Participate in commissioning, testing, and handover of new mechanical installations.
- Prepare technical specifications for procurement of maintenance services and equipment.

Administration and Reporting

- Prepare technical reports, maintenance reports, and monthly performance reports.
- Maintain maintenance schedules, job cards, inspection records, and asset documentation.
- Monitor maintenance expenditure and assist with budget planning.
- Participate in audits and compliance inspections.

Safety and Compliance

- Ensure compliance with the Occupational Health and Safety Act, applicable Regulations, SANS standards, and organisational policies.
- Conduct risk assessments before maintenance activities.
- Investigate incidents, equipment failures, and near misses, and implement corrective actions.
- Ensure all mechanical equipment is maintained in accordance with manufacturer specifications.
- Monitor statutory inspections and certification of regulated equipment.
- Promote a safe working environment and ensure adherence to permit-to-work procedures and safe work practices.
- Ensure proper use of personal protective equipment (PPE) by employees and contractors.
- Participate in emergency response and business continuity initiatives.

Collaboration and Communication:

- Work closely with the Facilities Manager, Engineering teams, Operations, SHEQ, and Procurement departments.
- Liaise with consultants, contractors, regulatory authorities, and service providers.
- Provide technical guidance and mentorship to maintenance personnel.
- Communicate maintenance schedules and operational impacts to stakeholders.
- Participate in maintenance planning meetings and continuous improvement initiatives.
- Build effective working relationships with internal and external stakeholders to ensure efficient service delivery.

COMPETENCIES/KNOWLEDGE

- Commercial building mechanical systems.
- Asset lifecycle management.
- Preventative and predictive maintenance principles.
- HVAC systems and controls.
- Fire protection systems.
- Plumbing and water reticulation systems.
- Pumps and pressure systems.
- Lifts, escalators,
- Roller shutter doors and driven machinery.
- Building Management Systems (BMS).
- Computerised Maintenance Management Systems (CMMS).
- Root cause analysis.
- Risk management.
- Occupational Health and Safety legislation.
- Maintenance planning and scheduling.
- Technical report writing.
- Contractor management.
- Budget monitoring and cost control.

QUALIFICATIONS

- Diploma in Engineering or equivalent in mechanical engineering

WORK EXPERIENCE

- 5 years post graduate experience in maintenance of mechanical systems within commercial buildings

REQUIRED SKILLS

- Occupational Health and Safety Act, 1993.
- General Machinery Regulations, 2014.
- Driven Machinery Regulations, 2015.
- Lift, Escalator and Passenger Conveyor Regulations, 2010.
- Pressure Equipment Regulations, 2009.

- SANS standards applicable to commercial buildings and mechanical installations.
- Reading and interpretation of engineering drawings, technical specifications, and mechanical schematics.
- Use of hand tools, precision measuring instruments, and power-driven tools.
- Preventative and predictive maintenance techniques.
- Mechanical fault finding and troubleshooting.
- Inspection and condition assessment of mechanical assets.
- Incident investigation and root cause analysis.
- Risk assessment and hazard identification.
- Contractor supervision and performance management.
- Project coordination.
- Problem-solving and analytical thinking.
- Communication and interpersonal skills.
- Technical report writing.
- Computer literacy, including Microsoft Office, CMMS, and Building Management Systems (BMS).
- Planning, organising, and prioritising maintenance activities.
- Ability to work under pressure and respond effectively to emergencies.

ATTRIBUTES

- Must have proven record of maintenance of mechanical systems within commercial buildings
- Must be able to work overtime or stand-by in accordance with operational needs.
- Must be in a possession of a valid drivers' license
- Must have the ability to work independently and as part of a team.

APPLICATION PROCESS

Qualifying candidate s can send their comprehensive CVs, Covering Letter, Certified Copies of SA ID and Qualifications and Three (3) Contactable References to recruitment@tasez.co.za

CLOSING DATE

The closing date for applications **31 August 2026.**

Kindly note if no feedback has been received within 30 days of closing date for the above mentioned position, the applicant may consider their application unsuccessful.