



# CITY OF HARARE

## **HARARE TO ACHIEVE A WORLD CLASS CITY STATUS BY 2025**

### **VACANCY NOTICES**

City of Harare is inviting suitable applicants for vacant positions that have arisen in the Department of Works.

**City of Harare is an equal opportunities employer**

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**JOB** : DEPUTY CHIEF ENGINEER (MECHANICAL) (1 POST)  
**GRADE** : 5  
**REPORTING TO** : CHIEF ENGINEER (ELECTRICAL AND MECHANICAL)

#### **JOB PURPOSE**

Responsible for the formulation and implementation of policies, strategies and systems for the design, selection, installation, servicing, repair and maintenance of all mechanical plant and equipment in Council, projects management including coordination and supervision of the Central Mechanical, Heavy Plant and Automotive Workshops.

#### **KEY RESULT AREAS**

- Formulates and reviews policies, strategies, procedures and systems for the section.
- Plans, organizes, delegates, coordinates and controls programs and operations.
- Ensures all mechanical installations are up to approved standards.
- Approves designs and specifications relating to mechanical installations, vehicles, plant and equipment including spare parts thereof.
- Ensures safe working environments in line with the Factories and Works Act, Occupational Health and Safety Act and Environmental Management Act.
- Prepares and manages the section's capital and revenue budgets and forecast.
- Manages the Asset Register relating to mechanical plant and equipment in liaison with Administration.
- Performance Management within the context of IRBM
- Performs due diligence on procurement processes for mechanical equipment through effective determination of equipment specifications
- Contracts Management

#### **QUALIFICATIONS AND EXPERIENCE**

- A Bachelor's degree in Mechanical Engineering or equivalent.
  - Corporate Membership of the Zimbabwe Institution of Engineers or other relevant Institution.
  - At least five (5) years working experience at a senior level in an Engineering environment.
  - Clean Class 4 Drivers licence
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**JOB** : PROJECTS ENGINEER - ELECTRICAL (1 POSITION)  
**GRADE** : 7  
**REPORTING TO** : DEPUTY CHIEF ENGINEER – (ELECTRICAL SERVICES)

**JOB PURPOSE**

Responsible for the design, selection and installation of all electrical plant and equipment, design approvals for new public lighting and traffic signals schemes.

**KEY RESULT AREAS**

- Projects management
- Supervision of all new installations.
- Responsible for the design, selection and installation of all electrical plant and equipment such as power transformers, welding generators, standby power generators, motors and motor control centres, refrigeration units and air-conditioners, building lighting, heating and ventilation systems.
- Responsible for capital projects.
- Responsible for design and installation of new traffic signals.
- Responsible for design and installation of new public lighting schemes.
- Drafts specifications for procurement of new plant and equipment.
- Maintains the plant inventory and in particular, the history of repairs for every equipment and facilities in Council.
- Liaises with clients and service providers and ensures that quality services are delivered timeously.
- Drafts the workshop's capital and revenue budget and controls the revenue budget.
- Motivates, directs and leads the various project teams.
- Ensures safe working environments in line with the Electrical Safety Regulations, Factories & Works Act, Occupational Health & Safety Act and Environmental Management Act.

**QUALIFICATIONS AND EXPERIENCE**

- BSc/BEng Degree in Electrical Engineering.
  - Project Management qualification a must.
  - At least 5 years post qualifying experience.
  - ZIE Membership
  - At least Class 4 Driver's licence.
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**JOB** : SUPERINTENDENT PUBLIC LIGHTING SECTION (1 POSITION)  
**GRADE** : 7  
**REPORTING TO** : PRINCIPAL ENGINEER – ELECTRICAL SERVICES

**JOB PURPOSE**

Responsible for supervision of installation, servicing, repairing and maintenance of all street lighting, public lighting, security lighting, plant and equipment such as power transformers, lanterns and control switch-gears.

## **KEY RESULT AREAS**

- Organisation and management of the workshops and ensures that the workshop operates on professional lines.
- Responsible for the selection, installation, servicing, repair and maintenance of all street lighting, public lighting, security lighting, plant and equipment such as power transformers, lanterns, control switch-gear;
- Coordination of repair maintenance activities and ensure optimum workshop repair turnaround times, quality of repairs and hence optimum lighting availability.
- Maintains the plant inventory and in particular, the history of repairs for every street and public lighting infrastructure in Council.
- Liaises with clients and service providers and ensures that quality services are delivered timeously.
- Ensures adequate stock levels of critical tools, spares and materials.
- Drafts the workshop's capital and revenue budget and controls the revenue budget.
- Motivates, directs and leads the various teams in the workshop.
- Manages the repair of street and public lighting infrastructure, plant and equipment and makes follow ups on subcontracted jobs and services.
- Assists with specifications for procurement of new plant and equipment.
- Generates reports on work done, work in progress and spares requirements, history of repairs and other required reports as and when required.
- Ensures safe working environments in line with the Electrical Safety Regulations, Factories & Works Act, Occupational Health & Safety Act and Environmental Management Act.
- Participation in the development and implementation of standard operating procedures

## **QUALIFICATIONS AND EXPERIENCE**

- GCE 5 "O" levels including English, Mathematics and Science.
  - Skilled Worker Class 1 Electrician or,
  - Apprenticeship trained National Craft Certificate in Electrical Engineering-Class 1 trade tested.
  - National Diploma in Electrical Engineering will be an added advantage.
  - Qualification/ in supervisory management an added advantage.
  - High Voltage switching certification up to 33kV is an added advantage.
  - At least Class 4 Driver's licence.
  - At least 8 years post qualifying experience with a minimum of 5 years in a supervisory role preferably foreman level.
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**JOB** : SUPERINTENDENT ELECTRICAL PLANT SECTION (1 POSITION)

**GRADE** : 7

**REPORTING TO** : PRINCIPAL ENGINEER – ELECTRICAL SERVICES

## **JOB PURPOSE**

Responsible for supervision of installation, servicing, repairing and maintenance of all electrical plant and equipment such as power transformers, welding generators, standby power generators, motors and control gear, industrial stoves, air conditioning, ventilation systems and building lighting.

## **KEY RESULT AREAS**

- Organisation and management of the workshops and ensures that the workshop operates on professional lines.
- Responsible for the selection, installation, servicing, repair and maintenance of all electrical plant and equipment such as power transformers, welding generators, standby power generators, motors and motor control centres, industrial stoves, fridges and air-conditioners, building lighting, heating and ventilation systems.
- Ensures optimum workshop repair turnaround times, quality of repairs and hence optimum plant availability and life span.
- Maintains the plant inventory and in particular, the history of repairs for every equipment and facilities in Council.
- Liaises with clients and service providers and ensures that quality services are delivered timeously.
- Ensures adequate stock levels of critical tools, spares and materials.
- Drafts the workshop's capital and revenue budget and controls the revenue budget.
- Motivates, directs and leads the various teams in the electrical plant section.
- Decides on Operator Based Maintenance and field servicing of plant and equipment.
- Assists with specifications for procurement of new plant and equipment.
- Generates reports on work done, work in progress and spares requirements, history of repairs and other required reports as and when required.
- Ensures safe working environments in line with the Electrical Safety Regulations, Factories & Works Act, Occupational Health & Safety Act and Environmental Management Act.
- Participation in the development and implementation of standard operating procedures for the Workshop

## **QUALIFICATIONS AND EXPERIENCE**

- GCE 5 "O" levels including English, Mathematics and Science.
  - Skilled Worker Class 1 Electrician or,
  - Apprenticeship trained National Craft Certificate in Electrical Engineering-Class 1 trade tested.
  - National Diploma in Electrical Engineering will be an added advantage.
  - Qualification/Diploma in supervisory management.
  - High Voltage switching certification up to 33kV is an added advantage.
  - At least Class 4 Driver's licence.
  - At least 8 years post qualifying experience with a minimum of 5 years in a supervisory role preferably foreman level.
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**JOB** : FOREMAN MOTOR MECHANIC (1 Position)  
**GRADE** : 8  
**REPORTING TO** : WORKSHOP SUPERINTENDENT (AUTOMOTIVE)

## **JOB PURPOSE**

Responsible for supervision, dismantling, repairing and (re)assembling of vehicle components including engines, transmissions, compressors, injector pumps, brake systems, clutch systems, suspension systems and automobile electrical systems.

## **KEY RESULT AREAS**

- Plans and coordinates shop-floor activities with client needs.
- Allocates jobs to artisans and provides necessary materials, tools and equipment for use by artisans.
- Inspects, diagnoses and corrects failed or malfunctioning vehicle components.
- Reads and interprets mechanical diagrams.
- Provides technical advice on repair and maintenance solutions.
- Provides the necessary advice to subordinates with regards to all aspects of safety.
- Makes follow-ups on jobs contracted outside Council.
- Performs work studies and recommends improvement.
- Carries out corrective repairs, bench tests and adjustments to components as required.
- Recommends training programmes for Artisans, Apprentices and Skilled Workers 4, 3, 2 and 1
- Generates progress reports on work done, work in progress and outstanding spares.
- Carries out supervision of artisans and performance monitoring.
- Implementation of procedures relating to health and safety in line with Factories and Works act
- Participation in the development and implementation of standard operating procedures

## **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained Motor Mechanic with 5 years post qualification experience OR Trade tested Skilled Worker Class 1 Motor Mechanic with 8 years post qualification experience.
  - Minimum two (2) years' experience at supervisory level
  - Certificate in Supervisory Management an added advantage
  - Clean Class two (2) driver's licence
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**JOB** : FOREMAN PUBLIC LIGHTING (1 Position)  
**GRADE** : 8  
**REPORTING TO** : SUPERINTENDENT (PUBLIC LIGHTING)

## **JOB PURPOSE**

Responsible for supervision of installation, servicing, repairing and maintenance of all street lighting, public lighting, security lighting, plant and equipment such as power transformers, lanterns, control switch-gear.

## **KEY RESULT AREAS**

- Plans and coordinates shop-floor activities with client needs.
- Allocates jobs to artisans and provides necessary materials, tools and equipment for use by artisans.
- Inspects, diagnoses and corrects failed or malfunctioning electrical components.
- Reads and interprets electrical diagrams.
- Provides technical advice on repair and maintenance solutions.
- Provides the necessary advice to subordinates with regards to all aspects of safety.
- Makes follow-ups on jobs contracted outside Council.
- Performs work studies and recommends improvement.
- Carries out corrective repairs, bench tests and adjustments to components as required.

- Recommends training programmes for Artisans, Apprentices and Skilled Workers 4, 3, 2 and 1
- Generates progress reports on work done, work in progress and outstanding spares.
- Carries out supervision of artisans and performance monitoring.
- Implementation of procedures relating to health and safety in line with Factories and Works act
- Participation in the development and implementation of standard operating procedures

### **QUALIFICATIONS AND EXPERIENCE**

- Apprentice trained in Electrical Engineering with 5 years post qualification experience OR Trade tested Skilled Worker Class 1 in Electrical Engineering with 8 years post qualification experience.
  - Minimum two (2) years' experience at supervisory level
  - Certificate in Supervisory Management an added advantage
  - Clean Class 4 driver's licence
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**JOB** : FOREMAN ELECTRICAL PLANT (1 Position)  
**GRADE** : 8  
**REPORTING TO** : SUPERINTENDENT (ELECTRICAL PLANT)

### **JOB PURPOSE**

Responsible for supervision of installation, servicing, repairing and maintenance of all electrical plant and equipment such as power transformers, welding generators, standby power generators, motors and control gear, industrial stoves, air conditioning, ventilation systems and building lighting.

### **KEY RESULT AREAS**

- Plans and coordinates shop-floor activities with client needs.
- Allocates jobs to artisans and provides necessary materials, tools and equipment for use by artisans.
- Inspects, diagnoses and corrects failed or malfunctioning electrical components.
- Reads and interprets electrical diagrams.
- Provides technical advice on repair and maintenance solutions.
- Provides the necessary advice to subordinates with regards to all aspects of safety.
- Makes follow-ups on jobs contracted outside Council.
- Performs work studies and recommends improvement.
- Carries out corrective repairs, bench tests and adjustments to components as required.
- Recommends training programmes for Artisans, Apprentices and Skilled Workers 4, 3, 2 and 1
- Generates progress reports on work done, work in progress and outstanding spares.
- Carries out supervision of artisans and performance monitoring.
- Implementation of procedures relating to health and safety in line with Factories and Works act
- Participation in the development and implementation of standard operating procedures

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Electrical Engineering with 5 years post qualification experience OR Trade tested Skilled Worker Class 1 in Electrical Engineering with 8 years post qualification experience

- Minimum two (2) years' experience at supervisory level
  - Certificate in Supervisory Management an added advantage
  - Clean Class 4 driver's licence
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**JOB** : COMPONENT REBUILD TECHNICIAN (1 Position)  
**GRADE** : 8  
**REPORTING TO** : SUPERINTENDENT (HEAVY PLANT)

### **JOB PURPOSE**

Responsible for supervision, dismantling, repairing and (re)assembling of earthmoving plant and machinery units including engines, transmissions, compressors, injector pumps, hydraulic pumps and hoses, hydraulic motors and cylinders, PTO units from dozers, tractors, excavators, rollers, cranes and other earth moving equipment.

### **KEY RESULT AREAS**

- Plans and coordinates shop-floor activities with client needs.
- Allocates jobs to artisans and provides necessary materials, tools and equipment for use by artisans.
- Inspects, diagnoses and corrects failed or malfunctioning equipment.
- Reads and interprets mechanical diagrams and hydraulic circuit diagrams.
- Provides technical advice on repair and maintenance solutions.
- Provides the necessary advice to subordinates with regards to all aspects of safety.
- Makes follow-ups on jobs contracted outside Council.
- Performs work studies and recommends improvement.
- Carries out corrective repairs, bench tests and adjustments to equipment as required.
- Recommends training programmes for Artisans, Apprentices and Skilled Workers 4, 3, 2 and 1
- Generates progress reports on work done, work in progress and outstanding spares.
- Carries out supervision of artisans and performance monitoring.
- Implementation of procedures relating to health and safety in line with Factories and Works act

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Diesel Plant Fitting with 5 years post qualification experience OR Trade tested Skilled Worker Class 1 in Diesel Plant Fitting with 8 years post qualification experience.
  - Minimum two (2) years' experience at supervisory level.
  - Certificate in Supervisory Management or higher an added advantage
  - Clean Class 4 driver's licence is a must.
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**JOB** : SKILLED WORKER 1 (BOILER MAKER) (1 POSITION)  
**GRADE** : 9  
**REPORTING TO** : FOREMAN BOILER MAKER

**JOB PURPOSE**

Responsible for all steel fabrications, welding repairs and maintenance of all mechanical plant and machinery including filters, mechanical components and repairing of biological filters, refuse trucks, trailers, pipes and pumps, steel and structural gates, burglar bars and screens.

**KEY RESULT AREAS**

- Fabricate robot cubicles for various road intersections.
- Maintains Council premises, swimming pools and market stalls.
- Welding repairs to trucks, earthmoving plant and equipment.
- Development and fabrication of steel pipes and pipe specials.
- Fabrication of burglar bars, screens, steel structures and general fabrications
- Disassembles and reassembles plant and machinery.
- Trains and appraises performance of skilled worker Class 2,3,4, apprentices, Assistants and students.
- Supervises and allocates tasks to Skilled Worker Classes 2, 3 and 4, Apprentices and Student Attaches.
- Supervises subordinates.
- Implementation of procedures relating to health and safety in line with Factories and Works act

**QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Boiler making (Fabrication Engineering) with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 Boiler Maker with 5 years post qualification experience.
  - Clean Class 4 driver's licence
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**JOB** : Skilled Worker 1 (Diesel Plant Fitter) (4 positions)  
**GRADE** : 9  
**REPORTING TO** : Foreman-Diesel Plant Fitter

**JOB PURPOSE**

The incumbent shall be responsible for the servicing, repairing and maintenance of earthmoving plant and machinery.

**KEY RESULT AREAS**

- Diagnosis of faults on machines before repair
- Disassembling and re-assembling of earth-moving equipment and machinery
- Repairing power trains, cooling systems and hydraulic systems.
- Training and appraising performance of skilled worker Class 2,3,4, apprentices, assistants and students.
- Supervising and allocating tasks to skilled workers Class 2, 3 and 4, apprentices and attaches.



- Implementation of procedures relating to health and safety in line with Factories and Works act

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Diesel Plant Fitting with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 in Diesel Plant Fitting with 5 years post qualification experience.
  - Clean Class 2 or 4 driver's licence
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**JOB** : SKILLED WORKER 1 ELECTRICIAN (8 POSITIONS)  
**GRADE** : 9  
**REPORTING TO** : FOREMAN ELECTRICIAN

### **JOB PURPOSE**

Responsible for installation and maintenance of High mast tower lights, streetlights, facilities, electrical plant and equipment such as power transformers, welding generators, standby power generators, motors and control gear, industrial stoves, air conditioning, ventilation systems and building lighting.

### **KEY RESULT AREAS**

- Installation and maintenance of High mast tower lights, streetlights, facilities, electrical plant and equipment.
- Installations of overhead and underground LV and HV electrical power distributions
- Planned maintenance (Inspects, diagnoses and corrects/repairs failed or malfunctioning equipment.)
- Reads and interprets electrical circuit diagrams and other engineering drawings
- Advises and recommends on methods of repair.
- Training, appraising and supervision of semi-skilled workers, apprentices, assistants and students
- Carries out any other duties as assigned by the respective Foreman.
- Ensures safe working environments in line with the Electrical Safety Regulations, Factories & Works Act, Occupational Health & Safety Act and Environmental Management Act.

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Electrical Engineering with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 in Electrical Engineering with 5 years post qualification experience.
  - High Voltage switching certification up to 33kV is an added advantage.
  - At least Class 4 Driver's licence.
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**JOB** : SKILLED WORKER 1 (FITTER AND TURNER) (2 POSITIONS)  
**GRADE** : 9  
**REPORTING TO** : FOREMAN FITTER AND TURNER

**JOB PURPOSE**

Responsible for the repairs and maintenance of all mechanical plant and machinery, pumps (including boreholes and fountains), valves, boilers, gearboxes, crusher plant and equipment, laundry machines, conveyors, elevators, blowers, fans and ensuring optimum mean time between failures.

**KEY RESULT AREAS**

- Disassembles and reassembles equipment and machinery.
- Installs plant and equipment.
- Repairs equipment and machinery.
- Machines machinery and equipment components to specified fits and tolerances.
- Trains and appraises performance of skilled worker Class 2,3,4, apprentices, Assistants and students.
- Supervises and allocates tasks to Skilled Worker Classes 2, 3 and 4, Apprentices and Student Attaches.
- Ensures safe working environment and practices in line with Factories and Works act

**QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Fitting and Turning with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 in Fitting & Turning with 5 years post qualification experience.
  - Class 4 Driver's licence an added advantage.
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**JOB** : SKILLED WORKER 1 (SHEET METAL) (1 Position)  
**GRADE** : 9  
**REPORTING TO** : FOREMAN-BOILER MAKER/ SHEET METAL WORKER

**JOB PURPOSE**

The incumbent shall be responsible for the repairs and maintenance of all mechanical plant and machinery including refuse trucks, trailers and traffic signals cubicles and components.

**KEY RESULT AREAS**

- Repairing plant and machinery
- Fabricating robot cubicles
- Repairing refuse trucks and trailer buckets
- Fabricating truck canopies
- Designing and carrying-out modifications where necessary
- Training and appraising performance of skilled worker Class 2,3 and 4, apprentices, assistants and students.
- Supervising subordinates.
- Ensures safe working environment and practices in line with Factories and Works act

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Fabrication Engineering with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 Sheet Metal Worker with 5 years post qualification experience.
  - A clean Class 4 Driver's Licence an added advantage.
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**JOB** : SKILLED WORKER 1 TRIMMER (1 POSITION)  
**GRADE** : 9  
**REPORTING TO** : FOREMAN BODY SHOP

### **JOB PURPOSE**

Responsible for upholstery fittings and trimmings using various types of materials for seats and vehicle roofs.

### **KEY RESULT AREAS**

- Stitches car seats
- Makes roof trimmings
- Fits vehicle carpets
- Removes and fits upholstery and trimmings in preparation for re-sprays.
- Training and appraising performance of Skilled Worker Class 2, 3 and 4, Apprentices, Assistants and Students.
- Ensures safe working environment and practices in line with Factories and Works act

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Trimming with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 Trimmer with 5 years post qualification experience.
  - At least Class 4 Driver's licence an added advantage
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**JOB** : SKILLED WORKER 1 MOTOR MECHANIC (4 POSITIONS)  
**GRADE** : 9  
**REPORTING TO** : FOREMAN MOTOR MECHANIC

### **JOB PURPOSE**

Responsible for carrying out repairs, maintenance, and servicing of Council vehicles and road testing after servicing and repairing.

### **KEY RESULT AREAS**

- Diagnosis of vehicle faults.
- Overhauls engines and related components.
- Repair brake system, suspension, clutch and transmission systems.
- Carries out minor and major servicing.
- Aligns wheels and corrects faulty steering geometry.
- Does minor and major tune-ups.

- Training and appraising performance of Skilled Worker Class 2, 3 and 4, Apprentices, Assistants and Students.
- Supervising subordinates.
- Implementation of procedures relating to health and safety in line with Factories and Works act

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Motor Mechanics with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 in Motor Mechanic with 5 years post qualification experience.
  - Clean Class 4 driver's licence
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JOB : TRAFFIC SIGNALS TECHNICIAN (1 Position)  
 GRADE : 9  
 REPORTING TO : FOREMAN-TRAFFIC SIGNALS

### **JOB PURPOSE**

The incumbent shall be responsible for the installation and maintenance of Traffic Signals equipment for City of Harare.

### **KEY RESULT AREAS**

- Installation of traffic signals infrastructure, CCTVs and various electronic equipment.
- Configuration and programming of PLC and microprocessor based traffic controllers.
- Implements planned preventive maintenance schedules on traffic signals infrastructure.
- Attends to traffic signals faults, carries out diagnosis and electrical repairs of traffic signals equipment.
- Assembling of PLC and microprocessor based traffic controllers.
- Designing and carrying-out modifications of traffic signals systems where necessary
- Training and appraising performance of apprentices, assistants and students on attachments.
- Implements safety & health policies and procedures as per the Factories and Works Acts.
- Supervising subordinates.

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained National Certificate in Electrical (Instrumentation and Control) with 3 years post qualification experience OR Trade tested Skilled worker 1 with 5 years' experience.
  - Certification in PLCs and microprocessor programming is an added advantage
  - Clean Class 4 driver's licence
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**JOB** : REFRIGERATION TECHNICIAN (1 Position)  
**GRADE** : 9  
**REPORTING TO** : FOREMAN -ELECTRICAL PLANT

**JOB PURPOSE**

The incumbent shall be responsible for the installation and maintenance of refrigeration units, air conditioning and HVAC systems for City of Harare.

**KEY RESULT AREAS**

- Installation of climate control systems (air-conditioning and HVAC systems) and refrigeration units.
- Implementing planned maintenance schedules including processing and completing work orders.
- Contacting the client to ascertain their equipment needs.
- Reading and interpreting blueprints and compliance schematics.
- Maintenance of climate control systems and refrigeration units.
- Observing and testing newly installed systems.
- Troubleshooting refrigeration equipment failures.
- Replacing worn seals, outer shells, and worn-out motors.
- Informing clients of repair costs and alternate cooling options.
- Training and appraising performance of apprentices, assistants and students on attachments.
- Supervising subordinates.
- Implementing safety and health policies as per requirements of Factories and Works act

**QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained National Certificate in Refrigeration with 3 years post qualification experience OR Trade tested Skilled worker 1 with 5 years' experience.
  - Certification in HVAC systems is an added advantage
  - Clean Class 4 driver's licence
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**JOB** : RADIATOR TECHNICIAN (1 POSITION)  
**GRADE** : 9  
**REPORTING TO** : FOREMAN PANEL BEATER AND SPRAY PAINTING

**JOB PURPOSE**

Responsible for maintenance and repairs of radiators, oil coolers and other heat-exchangers.

**KEY RESULT AREAS**

- Dismounts and mounts radiators, oil coolers and other heat-exchangers.
- Disassembles and reassembles radiators, oil-coolers and heat exchangers.
- Cleans and unclogs radiators, oil coolers and other heat exchangers.
- Carries out welding, brazing and soldering repairs to radiators and other heat exchangers.
- Re-cores radiators, oil-coolers and other heat exchangers.
- Carries out other welding repairs /fabrications on car bodies, exhaust pipes and silencers.

- Implementation of procedures relating to health and safety in line with Factories and Works act
- Performs any other relevant duties as assigned by the Workshop Foreman.

### **QUALIFICATIONS AND EXPERIENCE**

- Apprenticeship trained in Welding (Fabrication Engineering) with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 in Welding with 5 years post qualification experience.
  - Must have a strong bias towards gas welding
  - Minimum 1-year experience in radiator repairs
  - Clean Class 4 (four) driver's licence an added advantage
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**JOB** : GIS/Survey Technician/Senior (1 Position)  
**REPORTING TO** : GIS Officer/Senior  
**GRADE** : 9/8

### **JOB PURPOSE**

The incumbent will be responsible for teams that do data capturing of City utilities and infrastructure mapping, cadastral mapping for the continued updating of the City's geodatabase so that an up-to-date abstraction of the reality is maintained. S/He will also implement performance management and administration in the teams for efficient and effective deployment of resources therein.

### **KEY DUTIES**

- Executes Field data capturing of City utilities and infrastructure.
- Executes Secondary data capturing of City utilities and Infrastructure.
- Liaison with the Department of the Surveyor General, Chief Land Surveyor and other relevant stake holders for acquisition of GIS Data.
- Conducts data cleaning and validation of GIS data sets.
- Produces maps and when required.
- Ensures data integrity as directed by the Senior GIS officers.
- Implements performance management and supervise subordinates (data capturing team members)
- Recommends budgetary and equipment requirements to the SNR/Principal GIS officers.
- Controls and ensures safety and service of equipment in his/her domain.

### **QUALIFICATIONS AND EXPERIENCE**

- 5 "O" Levels including Mathematics, Science and English
- National Diploma in Geographical Information Systems, Cartography, Land Surveying or acceptable equivalent from a recognised institution of Higher Learning.
- Membership of any relevant professional body (ZiG, SIZ, ZIE) an added advantage.
- At least two years' experience working with GIS data or equivalent.
- Class 4 Drivers License

Applications clearly marked, on the envelope, the position being applied for, shall be addressed to The Human Capital Director, City of Harare, P O Box 1680, Harare, **OR** hand delivered to Records Office, Basement, Room B32, Rowan Martin Building, Harare, not later than **12 January 2021**.