

# JOB DESCRIPTION AND PERSON SPECIFICATIONS, MANDATORY MOTOR VEHICLE INSPECTION SERVICES, MINISTRY OF WORKS AND TRANSPORT, 2025

**Job Title:** Maintenance Manager, Mandatory Motor Vehicle Inspection Services

**Employment Type:** Contract

**Reports to:** Project Manager, Mandatory Motor Vehicle Inspection Services

**Job Purpose:** Oversee and implement maintenance activities to ensure the optimal performance, reliability, and safety of equipment, facilities, and infrastructure, while minimizing downtime and costs.

## Key Duties:

- Oversee the maintenance of vehicle inspection equipment.
- Develop and implement preventive maintenance schedules.
- Ensure calibration of inspection equipment and diagnostic machines.
- Supervise the maintenance officers and coordinate repairs.
- Identify and bring to the attention of the contracted external service providers any major repairs or parts replacement required to restore equipment functionality.
- Manage inventory of parts supplied and repair works undertaken by external contracted service providers on equipment maintenance.
- Supervise contracted external service providers for equipment maintenance

## Person Specifications:

|                               |                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Essential Requirements</b> | <ul style="list-style-type: none"><li>• Degree in Mechanical Engineering, Electrical Engineering, Automotive/power Engineering or a related field.</li><li>• At least 5 years of experience in vehicle inspection equipment maintenance</li><li>• Experience with diagnostic and inspection tools.</li></ul>                                          |
| <b>Desirable Requirements</b> | <ul style="list-style-type: none"><li>• Training in Occupational Health and Safety, Work hazards and First aid management, Equipment Safety Controls and Automations,</li><li>• Strong knowledge of maintenance procedures and inventory management.</li><li>• Previous experience with SGS Automotive Uganda in a similar role is desired.</li></ul> |

## SKILLS AND ATTRIBUTES

The ideal person should demonstrate.

- Leadership skills
- Budgeting and cost control
- Reliability
- Problem solving skills

JOB DESCRIPTION AND PERSON SPECIFICATIONS, MANDATORY MOTOR  
VEHICLE INSPECTION SERVICES, MINISTRY OF WORKS AND TRANSPORT,  
2025

|              |  |       |  |
|--------------|--|-------|--|
| Approved by: |  | Date: |  |
|--------------|--|-------|--|