

**CITY OF HARARE**



**VACANCY NOTICE**

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

POSITION : SKILLED WORKER 1 PANEL BEATER-SPRAY PAINTER (1 POSITION)  
GRADE : 9  
REPORTING TO : FOREMAN PANEL BEATER – SPRAY PAINTER.  
LOCATION : AUTOMOTIVE WORKSHOP (BISHOP GAUL AVENUE)  
DEPARTMENT : WORKS

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Applications are invited from suitably qualified and experienced persons to fill in the above mentioned vacancy in the Automotive Workshop in the Mechanical and Electrical Services Division of the Department of Works.

**JOB PURPOSE**

Responsible for vehicle body repairs and spray painting.

**KEY RESULT AREAS**

- Carries out minor and major body repairs and body-rebuilding.
- Carries out chassis straightening
- Prepares vehicles for spray painting
- Training and appraising performance of Skilled Worker Class 2, 3 and 4, Apprentices, Assistants and Students.
- Prepares paints and matches colors as required
- Spray-paints the vehicle and oven-bakes as necessary
- Performs any other duties as and when required
- Supervising subordinates.
- Records keeping and updating clients on repair works progress.
- Implementation of procedures relating to health and safety in line with Factories and Works Act
- Ensures proper housekeeping. house keeping

**QUALIFICATIONS AND EXPERIENCE**

- GCE 5 “O” levels including English, Mathematics and Science

- Apprenticeship trained Panel beater and spray painter with 3 years post qualification experience OR Trade tested Skilled Worker Class 1 Journeyman Certificate in Panel Beating and Spray-painting with 5 years post qualification experience.
- National Craft Certificate in Panel Beating and Spray Painting
- Trade tested Skilled Worker Class 1 Panel Beater & Spray Painter
- 5 'O' Levels including English, Maths and Science.
- Clean Class 2 or 4 driver's license

### **SKILLS AND DESIRED COMPETENCES**

- Thorough knowledge and experience in vehicle panel beating and spray painting.
  - Be able to comprehend the operation and repair of panel beating and spray painting equipment.
  - Ability to repair vehicle body parts.
  - Strong hands on experience in vehicle body building.
  - Team player
  - Good analytical skills
  - Good communication skills
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**NB: City of Harare is an equal opportunities employer and female applicants are encouraged to apply.**

### **COMPENSATION**

A competitive salary commensurate with the post and other benefits will be disclosed to successful candidates.

A written application letter together with a detailed curriculum vitae including certified copies of both educational and professional qualifications and three (3) traceable references should be submitted to:

The Acting Human Capital Director  
Rowan Martin Building  
P. O. Box 1680

**HARARE**

**Or hand deliver to Records Office, Basement, Room B38 at Rowan Martin Building.**

To arrive not later than: **3 April 2023**

**(Clearly state on the envelope the position applied for).**

**CANVASSING WILL DISQUALIFY APPLICANTS.**

**NOTE: Only shortlisted applicants will be responded to**