



JOB DESCRIPTION

Understudy Garment Machines Mechanic / Technician

Job Title:	Understudy Machines Mechanic / Technician
Department/ Division/ Unit:	Production / Maintenance
Duty Station:	Windhoek / Okahandja
Reports to Position:	Machine Technician
Number of Direct Reports:	2

PRIMARY PURPOSE OF THE JOB:

To assist in maintaining, repairing, and servicing industrial garment machines to ensure efficient production and minimal downtime in the garment manufacturing process.

JOB SPECIFICATIONS:

Minimum Educational Qualifications: Grade 12 Plus an appropriate Vocational Certificate in Sewing Machine Mechanic.

Minimum Experience Required: Certificate or training in Mechanical Engineering, Electrical Engineering, or Industrial Machinery Maintenance will be an advantage. Basic knowledge of industrial sewing machines and garment production processes. 1–2 years' experience in a textile or garment manufacturing environment will be an added advantage.

Special Requirements: Good understanding of Garment Machine Mechanic / Technician.

COMPETENCY PROFILE:

Incumbent needs to demonstrate the following Skills or Knowledge:

- Basic mechanical and troubleshooting skills
- Attention to detail
- Ability to work under pressure in a production environment
- Good teamwork and communication skills
- Willingness to learn and take instructions

KEY PERFORMANCE AREAS:

Duties and Responsibilities

- Assist with routine maintenance and servicing of industrial sewing machines.
- Support the mechanic in diagnosing and repairing machine faults and breakdowns.
- Clean, oil, and adjust sewing machines to ensure proper functioning.
- Assist with installation and setup of new machines and equipment.
- Respond to machine breakdowns on the production floor and assist operators with minor technical issues.
- Help monitor and manage spare parts and maintenance tools.
- Maintain records of maintenance and repairs where required.
- Ensure adherence to workplace safety standards and procedures.
- Maintain a clean and organized maintenance area.

The Understudy Garment Machine Mechanic / Technician shall perform any other duties as assigned by the head of department.

Working Conditions: Minimal time lost due to machines breakdowns.

Interaction & Integration requirements: Interacts at different levels inside and outside the organisation in line with the job requirements.

The incumbent will be responsible for any additional work which is reasonable and within the position environment from time to time.

APPLICATIONS:

- Interested candidates who meet the requirements are invited to submit a Letter of application, Curriculum Vitae and certified copies to the following email address: hr@a26man.com.na
- Please note that only shortlisted candidates will be contacted.

CLOSING DATE OF APPLICATIONS:

06 April 2026