

**Mechanic Assistant (2)**

Team: Operations

Post holder reports to: Mechanic

Location: Rivercess (1) and Grand Gedeh (1)

**ABOUT LAST MILE HEALTH**

Founded by survivors of Liberia's civil war, Last Mile Health (LMH) saves lives in the world's most remote villages by ensuring access to modern primary health care for all. Addressing the needs of remote communities that are cut off from basic life-saving health services, LMH works in partnership with the Government of Liberia to strengthen the country's community health system—bringing health care to the doorsteps of people in the hardest-to-reach communities. As part of its recovery effort after the end of the Ebola outbreak, the Liberia Ministry of Health has prioritized launching a national community health workforce able to prevent, diagnose, and treat the most life-threatening health conditions. Working side-by-side, LMH and the MOH are designing and implementing a national roll-out of a network of community health workers to stretch the country's primary health services to the most rural communities to improve maternal and child health and serve as a front-line response for future outbreaks.

**General position summary:**

The Mechanic Assistant is responsible for assisting in ensuring that Last Mile Health's mobile assets (vehicles and motorbikes) and generators at its field site(s) remain operational and able to support successful implementation of our programs.

The Mechanic Assistant will conduct regular maintenance of all LMH transport equipment and generators, recommending additional servicing and conducting major and minor repairs as necessary, under the oversight of the lead mechanic, guaranteeing that any service outages due to down vehicles are rare and very short.

**Responsibilities:**

- Conduct all major and minor servicing of Last Mile Health vehicles, bikes, and generators, including but not limited to routine oil and filter changes, repairs, and replacement of parts.
- After any use of Last Mile Health vehicles or motorbikes, ensure a full cleaning and service check.
- Provide prompt guidance to the Transportation Officer and Logistics Manager on service needs for Last Mile Health's vehicles and motorbikes, taking steps to avoid any service outages or down vehicles.
- Communicate maintenance and repair supply needs to the Logistics Assistant and ensure supplies are stocked and available for servicing of motorbikes & vehicles.
- Consult with the Procurement Officer to ensure that quality spare parts are purchased.
- When necessary, travel to work on vehicles that have broken down in the field, or come to the office during early morning, late evening, or weekend hours to ensure vehicles are ready for scheduled use.
- Conduct regular servicing (frequency as required) and repairs for LMH generators at HQ and Sites as needed.

- Provide training for logistics staff in conducting basic servicing procedure of LMH generators.
- Assist when necessary with operations-related challenges at other Last Mile Health Sites, including support for setting up new program sites.
- Any other duties that may be required or assigned by the line managers or Director of Operations.
- Adhere to Last Mile Health's financial, behavior and ethics policies.
- Attend daily vehicle meetings in the absence of the Mechanic
- Ride out and work on vehicles in the field when needed
- Perform roving mechanics duties when needed in the field to service motorbikes

**Qualifications:**

- Ability to maintain and repair motorbikes, vehicles (especially Land Cruisers), and generators with limited resources
- Ability to drive motorbikes long distances
- Relevant experience with fixing motorcycles and vehicles
- Fluent in English
- Knowledge of quality parts
- Ability to provide basic training to staff on how to handle minor breakdowns and how to operate equipment such as generators, etc.

Application Procedure: Please submit a resume, letter of interest, and three Professional references to [hrliberia@lastmilehealth.org](mailto:hrliberia@lastmilehealth.org) latest by September 15, 2017. Please indicate the position title in the subject line of the email.