

GENERAL HELPER

Job Advertisement

Reporting To:	Maintenance Supervisor/Engineering & Maintenance	
Division:	Engineering & Maintenance	
Grade Level:	N/A	
Remuneration:	\$8 per hour	
Special Requirements:		
Employment Type: <input checked="" type="checkbox"/> Continuous Employment <input type="checkbox"/> Fixed Term Contract <input type="checkbox"/> Independent Contractor <input type="checkbox"/> Consultant <input type="checkbox"/> Intern	Hours: <input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Part-Time Shift <input type="checkbox"/> Casual/Flexible	Location: <input type="checkbox"/> All Islands <input checked="" type="checkbox"/> Providenciales <input type="checkbox"/> Grand Turk <input type="checkbox"/> Salt Cay <input type="checkbox"/> North and Middle Caicos <input type="checkbox"/> South Caicos

About The Turks and Caicos Islands Airports Authority

The Turks and Caicos Islands Airports Authority (TCIAA), established under the Airports Authority Act, is responsible for the development, operation, and management of airport infrastructure across the Turks and Caicos Islands.

TCIAA operates six airports and provides air navigation services within the territory’s low-level airspace. Our mission is to deliver world-class airport facilities and operations through excellence in safety, security, efficiency, innovation, and customer service—supporting the nation’s socio-economic development and growth.

About the role

The **Mechanic** plays a critical role in ensuring the operational efficiency and reliability of all equipment and vehicles owned and managed by the **Turks and Caicos Islands Airports Authority (TCIAA)**. This position is essential to reducing equipment downtime, maintaining safety standards, and ensuring compliance with all regulatory requirements, particularly for **Rescue and Firefighting Services (RFFS) vehicles**.

The successful candidate will be responsible for performing routine maintenance, diagnosing and repairing mechanical issues, and ensuring all equipment operates at peak performance. This role also involves collaborating with team members, maintaining accurate records, and staying updated on industry advancements to support the TCIAA’s mission of operational excellence.

Responsibilities and Key Deliverables

Maintenance and Repairs:

- Perform routine maintenance tasks, including oil changes, tire rotations, brake servicing, and filter replacements, to ensure vehicles and equipment remain in optimal condition.
- Diagnose mechanical and electrical issues using diagnostic tools, test equipment, and manual inspections.
- Repair or replace faulty parts, components, or systems to restore proper functionality and extend equipment lifespan.

Safety and Compliance:

- Conduct inspections and safety checks to identify potential problems or hazards, ensuring compliance with safety regulations and industry standards.
- Follow manufacturer-recommended maintenance schedules and internal procedures to ensure all equipment meets operational and regulatory requirements.

Record Keeping and Reporting:

- Maintain accurate records of maintenance and repair activities, including work orders, parts used, and labor hours.
- Provide detailed reports on equipment performance, maintenance schedules, and any issues requiring attention.

Collaboration and Training:

- Work closely with other departments and team members to coordinate maintenance and repair tasks, minimizing operational disruptions.
- Prepare and deliver in-service training programs for newly employed personnel, focusing on safety, equipment handling, and maintenance best practices.

Emergency Response:

- Respond promptly to emergency repair needs, particularly for RFFS vehicles or critical equipment, to ensure **minimal downtime and operational readiness**.

Continuous Improvement:

- Stay informed about new technologies, tools, and advancements in mechanical systems to enhance maintenance practices.
- Recommend equipment upgrades or modifications to improve performance, safety, or efficiency.

Qualifications and Experience

Education:

- High school diploma or equivalent is required.
- Vocational training, apprenticeship, or certification in automotive, mechanical, or industrial fields is preferred

Experience:

- At least 10 years of proven experience as a mechanic, preferably in a relevant field such as automotive, heavy equipment, or aviation.

- Prior experience working with RFFS vehicles or specialized emergency equipment is highly desirable.

Technical Skills:

- Strong knowledge of mechanical systems, including engines, transmissions, braking systems, electrical components, and hydraulics.
- Proficiency in using diagnostic tools, test equipment, and repair manuals to troubleshoot and resolve mechanical issues.
- Familiarity with safety regulations and compliance standards in the relevant industry.

Key Attributes:

- Excellent problem-solving and troubleshooting skills to diagnose and resolve issues efficiently.
- Strong communication skills to effectively collaborate with team members and supervisors.
- Physical stamina and dexterity to handle physical tasks, including lifting, bending, and working in various environments.

Additional Requirements:

- A valid driver's license is required at the time of application.
- Candidates with certifications in mechanical systems (e.g., ASE, IMI) will have an advantage.

Key Competencies

- **Attention to Detail:** Ensures all maintenance and repair tasks are completed to the highest standard, minimizing errors and ensuring safety.
- **Time Management:** Effectively prioritizes tasks to meet deadlines and respond to urgent repair needs.
- **Teamwork:** Works collaboratively with colleagues to achieve shared goals and maintain operational efficiency.
- **Adaptability:** Quickly adjusts to changing priorities, including emergency repairs or unexpected challenges.

Working Conditions

- This position may require working outdoors in varying weather conditions and environments with potential exposure to noise, fumes, and heavy machinery.
- The Mechanic must be available for **emergency callouts** and flexible working hours, including weekends or holidays, as needed.

Why Join TCIAA?

- Be part of a critical national infrastructure organisation.
- Contribute directly to the safety and efficiency of airport operations.
- Access opportunities for technical training and professional development.
- Work in a dynamic, team-oriented, and safety-focused environment.

Benefits

- Private Medical Insurance with integrated Life Policy (employee/employer shared)
- Employee Savings Programme
- TCIG Public Sector Employee Pension Scheme
- Training and Certification Opportunities as approved

Application Requirements

- **Cover letter**
- **Resume**
- **Two (2) professional references attesting to character and competency**
- **Enhanced police record**
- **Proof of status**

No later than April 3rd, 2026, to:

Human Resources Manager
Turks and Caicos Islands Airports Authority
Walter E. Cox Administration Building
Howard Hamilton International Airport
Telephone# 649-941-8692, Fax# 9415996. Email: hrrecruitment@tciairports.tc

Turks and Caicos Islanders are encouraged to apply.