



Workshop Foreman – Okahandja

Location: Okahandja

Closing Date: 30 October 2025

Role Purpose

The Workshop Foreman is responsible for maximizing service quality, workshop efficiency, and customer satisfaction. The role ensures “fix it right the first time” standards by effectively supervising and motivating technical staff while maintaining compliance with Toyota standards.

Key Responsibilities

- Manage labour sales and workshop profitability.
- Plan daily workshop operations in collaboration with the Service Manager.
- Ensure compliance with TSAM and Indongo Automotive standards.
- Conduct regular team meetings and resolve operational issues.
- Identify and address training needs for workshop staff.
- Provide technical support and facilitate on-the-job training.
- Monitor repair quality and implement corrective measures.
- Handle customer complaints and ensure timely resolutions.
- Maintain accurate service documentation and job control processes.

Minimum Requirements

- Valid driver's license.
- Minimum of 2 years' experience as a Full Diagnostic or Master Technician.
- Proven experience in vehicle diagnosis and use of diagnostic equipment.
- Toyota franchise experience advantageous.
- Strong organizational and customer service skills.

Additional Requirements

- Namibian citizenship or permanent residence.
- Excellent teamwork and communication skills.

Application Procedure

If you meet the requirements for this role and are ready to contribute to the success of our company, please apply through our recruitment portal at www.jobopportunities.net.

Equal Opportunity Employer

Indongo Toyota is an equal opportunity employer and encourages applications from suitably qualified Namibian candidates from all backgrounds.