



**ACTION FOR DEVELOPMENT**  
"Working together to empower communities"  
Gudele P.O.BOX... Juba, Block 7 Munuki Payam

AFOD South Sudan invites applications from qualified persons for the position of a driver to be based in Torit field office and is a full time position for duration of 12 months and is renewable depending on performance and availability of funds (**Vacancy number:** AFOD-SS- 030VA/2015). Female candidates are strongly encouraged to apply.

**Background: Background:** AFOD is a National NGO, currently implementing interventions funded by WFP, UNICEF, HPF/Cordaid and UNDP in Eastern Equatoria, Western Bhar el Ghazal and Central Equatoria states mainly in Health, nutrition, Water, Sanitation and Hygiene, School feeding Program and food security and community sustainable livelihood activities including response to emergency situations in South Sudan since 2011. AFOD is looking for an experienced driver to support operations and programme activities in Eastern Equatoria State.;

**Purpose of the position:** Under direct supervision of the Finance and Administrative Assistant, the driver will be responsible for the following duties;

**Terms of reference;**

- Drive office vehicles for the transport of authorized personnel.
- Collect and deliver mail, documents, and other items.
- Ensure that all vehicles comply with the required Minimum Operating Security Standards.
- Take care of the day to day maintenance of assigned vehicles, check oil, water, battery and brakes.
- Log official trips, daily mileage, gas consumption, oil changes and greasing.
- Follow all rules and regulations in relation to the management of AFOD vehicles.
- Check all the documents of the vehicles and their Validity.
- Maintaining the general cleanse of the car.
- Follow AFOD Driving rules and Regulations
- Understand and obey traffic law and regulations
- Perform other related duties as required.

**Qualification and experience competencies required**

- Candidate must possess at least Ordinary level certificate of Education
- Valid driving license preferable General Class.
- Basic mechanical and electrical skills is an added Advantage
- Knowledge of AFOD working areas and at least 2 year(s) of working experience in the related field is required for this position.
- Good in spoken Arabic and English oral including ability in write English..

**Required competencies**

- Good time management, flexible and respectful.

- He/she should be honest and trustworthy person, and possess cultural awareness and sensitivity
- Demonstrate sound work place ethics.
- Ability to spend long hours at work or in the field.

**Remuneration:** An attractive package will be offered according to AFOD salary scale.

**Applications submission:** Applications from qualified South Sudanese nationals, accompanied by updated CV in English; quoting the vacancy reference number above should be sent to the address below not later than 4<sup>th</sup> January 2016; Human Resource Officer, AFOD South Sudan at Country Office, Gudele Block 9 P.o.BOX Box 287 Juba, Wau Regional Office ,Raja and Torit Field Offices respectively.  
, Juba or Email: [info\\_ss@afodi.org](mailto:info_ss@afodi.org), [afodsouthsudan@gmail.com](mailto:afodsouthsudan@gmail.com)

