



Date: 19<sup>th</sup> Feb, 2017

## ISLAMIC RELIEF: SOUTHSUDAN OFFICE

- **Job category:** Driver/ Mechanic
- **Reporting to:** Logistics department
- **Job location:** Juba\ Roving
- **Interviews will be done in IRW JUBA Office**

### Re: Job advertisements:

Established in 1984 in the UK, Islamic Relief (IR) is an International NGO seeking to promote sustainable economic and social development by working with local communities through relief and development activities. IRSS works in South Sudan in the following counties Eastern Equatoria, Central Equatoria and Tonj North. We aim to help the needy regardless of race, religion or gender

Applications are invited from 19<sup>th</sup> to 29<sup>th</sup> of Feb, 2018, from a suitable candidate to fill in the position below with a base in **WAU\ ROVING**

### Position: DRIVER\ MACHANIC

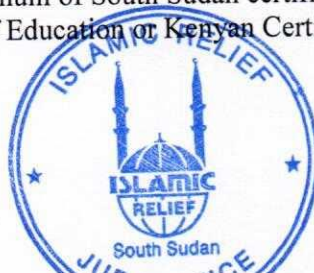
**IRSS is looking for a Driver\ Mechanic to perform a Driving\ Mechanical task. The incumbent will be tasked in perform Driving/ Mechanical task.**

### Roles and Responsibilities:

- Drive IRSS vehicles as required by the Logistics department.
- Do all maintenance and servicing of IRSS vehicles and Generators in the field locations like in Wau, Kapoeta, Warrap as well as in the capital office in Juba.
- Ensure that vehicle Logbooks are filled as per IRSS management system of fleets and the meter reading are clearly indicated in the log sheet.
- Advice the organization on the maintenance of all the organization fleets and come up with a very clear maintenance timetable.
- Advice the Logistics department on what or which spare parts are needed for the maintenance of the fleets ;
- Take the lead and be the focal person of the driving department and report any matter related to the department.

### Requirements

- High education a minimum of South Sudan certificate of education or an equivalent of (UCE) Ugandan Certificate of Education or Kenyan Certificate of Secondary Education.



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- Minimum of 2 to 3 years' experience in providing whole range of driving and mechanical skills/task with international Organization.
- Have the ability and experience in filling logistical related documents like the Logbook and ability to write security incident report.
- Should be a South Sudanese national with valid nationality identity and driving licenses.
- Ability to work under pressure and meet death lines.
- Knowledge of South Sudan and able to work with the different cultures in South Sudan
- Excellent organizational and time-management skills
- Teamwork skills

If you are the right candidate for the above role and can clearly demonstrate your ability to meet the qualification given, submit your application and detailed CV to [IRSS.Recruitment@islamic-relief.or.ke](mailto:IRSS.Recruitment@islamic-relief.or.ke) by closing date of 29th **Feb, 2017**

Only shortlisted candidate should be conducted for an interview. If you did not hear from us in the next one month after the closure of this advert, consider yourself unsuccessful.

Female candidates are encouraged to apply.