



ICRC

International Committee of the Red Cross
ICRC Compound, Ministries Road, Amarat Juba, South Sudan



JOB ADVERTISEMENT
Vehicle Dispatcher II
Based in Juba

The International Committee of the Red Cross (ICRC), an impartial, neutral and independent organisation striving to protect and assist the victims of war and internal violence, has been working in South Sudan since 1986. The ICRC is looking for an enthusiastic and motivated person for the above position based in Juba.

Main Duties and Responsibilities:

- Ensures independently economic use of a vehicle fleet
- Organizes and plans the drivers duties
- Organize and plans the light vehicle convoy
- Organize and plans the heavy vehicle convoy
- Monitor and updates car use and fuel consumption
- Monitor and updates truck use and fuel consumption
- Keeps tracks on all vehicle movement, both light vehicle and truck
- Organize and plan the fleet maintenance
- Applies ICRC rules in term of use and security of vehicles.

Minimum required knowledge & experience:

- 'A' Level (Higher/Advanced Higher Grade exam) or equivalent. Some college coursework completed or an Associate Degree is an asset.
- Additional vocational training in fleet management, administration, logistics or other relevant field
- 2-3 years of experience as a driver or in fleet management, logistics, administration or similar position
- Conversational in English and Arabic
- Intermediate level in computer skills
- Heavy vehicle Driving license for at least 5 years; Succeeded in ICRC Driving test
- Master 4/4 and VHF use
- Basic mechanical skills
- Excellent knowledge of the geographically assigned environment
- Skilled in the following competencies: Adapting & Learning, Team Work, Planning, Organization & Assessment; Communication (Ability to express views and ideas); Security Management

Interested candidates should submit their application clearly marked "**Vehicle Dispatcher II, Juba**" (including C.V. written in English and copies of certificates) at latest, **Friday, 13th October 2017** to **the HR Manager**.

either At the ICRC reception : **Juba, Wau, Bor, Rumbek, Bentiu and Malakal**

or By email to : jub_recruitment_services@icrc.org



Only short-listed candidates will be contacted. Application files not retained will not be returned.