



Job Advertisement

Logistics Officer – ERT WASH

Location: Based out of Juba, responding in all states of South Sudan

Reporting to: ERT Logistics Coordinator

Job Purpose: Responsible for the equipment and logistical needs for WASH ERT assessments and interventions in any ERT location in the Republic of South Sudan.

Key Responsibilities

- Recruitment of support staff (drivers, cooks, guards, cleaners) in the WASH field location
- Maintain field equipment including vehicles, generators, and different communication equipment ensuring that they are operational all the time.
- Ensure timeliness and accuracy of requisitions needed to fulfil objectives with signed approval by Project Manager
- Build up the campsite/worksite: e.g. foxholes, store, dispensary tents, shower, toilet as may be required Set up communication equipment, especially QMAC in an appropriate way
- Ensure constant availability of clean safe water
- Prepare household and kitchen trunks in readiness for an intervention
- Organise and prioritise tools, equipment and spare parts and arrange transport to an intervention location Assist warehouse manager with maintenance of the stock shelving, organisation, inventory as requested
- Ensure appropriate materials and supplies in readiness for interventions
- Write and report radio reports to Project Manager and ERT Logistics Coordinator
- Take detailed records and compile information gathered in the field

Person Specifications

- Diploma in mechanics or Logistics course
- Driving license
- Minimum of 2 years experience with similar responsibilities
- Good oral and writing skills.
- Fluent in written and spoken English and Arabic
- Basic knowledge of MS Word, MS Excel, and internet use

Application deadline: **30th April 2018.**

A complete Job Description on this position is available on request from the email below. Only shortlisted candidates will be contacted.

Please submit your application comprising (1) a comprehension CV that includes contact details, education and training background, work experience and 3 referees, and (2) a Cover letter detailing how you qualify for this position **to:** e-mail:

recruitment@southsudan.medair.org

