



**ICRC**

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



**JOB OPENING  
Logistician IV  
Based in Wau**

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 Wau.

**Main Duties and Responsibilities**

- Handles flight requests, flight notifications and security clearances
- Handles passenger, cargo and mail services to/from the airport
- Distributes the daily / weekly / monthly flight plans to the local authorities
- Liaises with logistics, welcome and other ICRC departments about the movement of the ICRC aircraft, pick-up and drop-off times of both passengers, cargo and mail including diplomatic pouch to ensure smooth coordination of the flight operations
- Keeps AirOps and Logistics informed about delays, irregularities and/or security breach encountered that might jeopardize the operation of the ICRC aircraft and the safety of the passengers.
- Maintains good professional contacts with the local authorities and follow up of official procedures relevant to the area of operation
- Supervises the drivers (L/C and Truck) including licenses, planning of duties, schedules an attendance
- Supervises the planning of vehicles use in all situations, operations, duty and private use.
- Monitors, checks and reports all aspects of the use of the vehicles, activities of drivers to the Supervisor.
- Assists in follow-up and processing of insurance and accident files
- Assists or processes necessary documentation for field trips or convoys, checks working advance, per diem and overtime.

**Minimum Required Knowledge & Experience:**

- 'A' Level (Higher / Advanced Higher Grade exam) or equivalent required.
- Some completed college coursework or an Associate Degree are an asset.
- Minimum one (1) year of relevant work experience in a flight department or airport is required.
- Additional vocational training in logistics or air transport management.
- Fluency in English and Arabic is required.
- Intermediate level in computer skills. Basic knowledge of Aviation terminology preferred.
- A valid driving licence and driving experience of 3-5 years are required - Applicants have to succeed in ICRC driving test.
- 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 "Logistician IV, Wau" (including C.V. written in English and copies of certificates) at latest Monday, 26<sup>th</sup> June 2017 to the Administrator;

either At the ICRC reception : Juba, Wau, Bor and Rumbek  
or By email to : jub\_recruitment\_services@icrc.org



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