



Vacancy Announcement

Samaritan's Purse is a non-denominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ. Samaritan's Purse International Relief is seeking to hire qualified persons to fill the following position.

Vacancy: Driver
Reports to: Base Manager
Duty Station: Juba
Start Date: 1st February 2017
Deadline of Application: 30th January 2017



SUMMARY OF THE POSITION

The driver is responsible for providing transportation services to Samaritan's Purse South Sudan staff, authorized guests or assets while on official duty; ensuring all safety procedures are routinely undertaken, safety checks are made before departure and adhered to on travel; and handling & managing the vehicle under his/her custody.

MAJOR DUTIES AND RESPONSIBILITIES:

- Drive SP vehicles/authorized passengers to specified destinations as approved by the supervisor in line with the SP Vehicle Use & Management Policy.
- Deliver packages, goods and mails and any other information to specified people, places and offices in line with SP policies
- Physical inspection/check of vehicle status/condition e.g. engine oil, water, nuts, battery water, license, Insurance, brakes, tyre pressure, etc prior to any journey and carry out regular vehicle repairs e.g. correcting hard start, tightening bolts and nuts, topping up battery water, etc in line with SP policy.
- Ensure proper management and use of the codan RF radio
- Monitor the security of vehicle, authorized passengers and luggage in line with the vehicle policy
- Report all major and minor damages and accidents on the vehicle at hand to the supervisor using relevant documentation/forms in accordance to the SP Vehicle Use & Management Policy.
- Keep proper record of logbooks for fuel consumption, timely & accurate recording of and ensure fuel provided by the organization is used for only authorized work in the field
- Prepare and submit accurate, complete and timely vehicle monthly reports in line with the SP Vehicle Use & Management Policy.