



INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT
Vacancy No: JBA-2018/20/9/5

Who we are?

The Danish Refugee Council (DRC) is a private, independent, humanitarian organization founded in 1956 currently working on all aspects of the refugee cause in more than twenty five countries throughout the world. The aim of DRC is to protect refugees and internally displaced persons (IDPs) against persecution and to promote durable solutions to the problems of forced migration, on the basis of humanitarian principles and human rights. DRC works in accordance with the UN Conventions on Refugees and the Code of Conduct for the ICRC and NGOs in Disaster Relief.

The protection and assistance to conflict affected population is provided within a long-term, regional and rights-based approach in order to constitute a coherent and effective response to the challenges posed by today's conflicts. Assistance consists of relief and other humanitarian aid, rehabilitation, support to return and repatriation as well as promotion of long-term solutions to displacement and its causes. In addition, support and capacity building of local and national authorities and NGOs form an integral part of DRC's work.

Country and Project Background:

The Danish Refugee Council/Danish Demining Group (DRC-DDG) has been working in Sudan since 2004 and was subsequently present in South Sudan when it gained independence in 2011. DRC-DDG South Sudan programme's current focus is on supporting forcibly displaced and conflict-affected people, including refugees, internally displaced persons (IDPs) and returnees, to access their rights in a safe and secure environment. Currently DRC-DDG is operational in Greater Equatoria, Unity and Upper Nile States. Currently the South Sudan Programme works in 5 field locations and working in the sectors of Camp Coordination and Camp Management, Protection, Shelter/NFI, and Food Security and Livelihoods and Demining.

DRC-DDG Seeks to Recruit: -

Position Title:	EOD Driver
Report to:	Team Leader
Duty Station:	Roving
Contract Type	Fixed-term with possibility of extension depending on funding availability
Employment Start Date:	As soon as possible
Eligibility:	South Sudanese ONLY
Salary :	According to DRC DDG Salary policy – non negotiable
Advertisement Closing Deadline:	17 th October, 2018

Purpose of the post

The purpose of the Mine Action driver is pivotal in supporting the smooth running of DDGs' humanitarian mine action program activities in the field. The driver – mine action takes active role in matters concerning DDG vehicular operations under the management of the team leader.

Responsibilities and Tasks

- Conduct Vehicle first parade
- Each morning, he/she must conduct first parade for the vehicle before driving out of the camp by checking the following;
 - Check underneath vehicle for leaks
 - Engine Oil



- Coolant Level
- Air Filter
- Radiator
- Brake Oil Level
- Clutch Oil Level
- Power Steering Oil Level
- Windscreen Washer
- Battery
- Engine Check
- Leak Check (Oil, Fuel and Coolant)
- Tyres condition (and 2 spare tyres)
- Wheel rims & nuts
- Check bearings
- Engine Start
- Check Gauges: all working
- Fuel Level: sufficient for the day
- Check lights
- Check Radios
- Check Vehicle Equipment Kit
- Check distribution and security of load: vehicle
- Check distribution and security of load: trailer

Vehicle Admin

- Record in writing all vehicle problems and report them to the team leader or the field mechanic
- Ensure your driving license is up to date
- Ensure that your vehicle is clearly marked as belonging to DRC with stickers, flags etc. No other marking should be made to the vehicle
- Maintain a mileage log for every trip regardless of distance travelled
- Maintain a fuel log for every re-fueling
- All vehicle logs must be handed in to the technical field manager at the end of each deployment
- Report in a timely manner when the vehicle insurance is about to expire – ideally two months prior to expiry
- Make sure you personally wash the vehicles



Mine Action Operations

- Be an active member of DDG EOD/MRE Teams
- In addition to normal driving, you will be tasked as an ambulance driver
- Where there are more than one drivers per team, you will be tasked to conduct additional tasks like EOD/BAC/Survey operator, MRE educator or M&E facilitator.
- Once the mine action field staff have arrived in Juba from an operational stand-down, it is your duty to drop them at a designated destination as directed by the technical field manager
- You will be responsible for communicating with Juba HQ while the teams are in field operations
- Any other duty that you will be tasked by the technical field manager or the team leader

PERSON SPECIFICATION

Qualifications and Experience

- A minimum of 2 years of working experience in the area of Mine Action as Driver (Recognized South Sudan driving license) is required.
- Fluency in spoken English and Basic Arabic
- South Sudanese Nationality
- Ability and flexibility to understand the cultural and political environment and to work well with the local authorities
- Willingness to live and work in remote and isolated areas under basic conditions is a must



Education

- High School certificate
- South Sudanese driving license

How to apply

Please send a covering letter outlining how your skills and experience meets the Person Specification along with your CV to Human Resources department through jobs.southsudan@drc-ssudan.org or submit your hard copy application to the Human Resource Department to the attention of Human Resource Manager DRC-DDG Country Office located along Addis Ababa Road, opposite Norwegian People's Aid (NPA) Mine Action main office.

Title of the position/vacancy number MUST be clearly mark in the application and on envelop.

Further information

Please note, as this position is urgent, applicants may be shortlisted and interviewed prior to the closing date.

We appreciate your application however, only short listed candidates will be contacted for interview. If you have not been contacted within two weeks of the closing date, we regret that your application has been unsuccessful. Please continue, however, to periodically review our website, South Sudan NGO Forum website <http://comms.southsudanngoforum.org/> for other suitable opportunities.

