



Approved
[Signature]

IMA WORLD HEALTH

ADVERTISEMENT

Post Title: Driver

Number of Vacancies: 01 (One)

Duty Station: Juba

Contract length: 6 Months renewable
Reports to: Log and Procurement Officer

ORGANIZATIONAL BACKGROUND

Interchurch Medical Assistance, Inc. (d/b/a IMA World Health) is a nonprofit organization dedicated to implementing health care programs in developing countries. Highly motivated and dedicated employees, committed to the mission, vision, goals and objectives of IMA World Health (IMA), make the accomplishment of its mission possible. Accordingly, IMA recognizes that its employees are responsible for its accomplishments and provide the foundation for continued future service to those in need. IMA is a donor-funded organization; therefore, terms and conditions of employment are subject to available project/program funding. An awareness of IMA's purpose and goals will enable employees to benefit from their employment, share a common purpose, and more effectively meet their work responsibilities.

KEY RESPONSIBILITIES:

- Operate program vehicles in a safe and efficient manner according to IMA World Health Program policies and procedures
- Visually conduct daily vehicle check (e.g., water, battery terminals, fluids, fuel etc).
- Ensure the IMA World Health vehicles are well maintained, clean and are in good mechanical condition.
- Ensure to input accurately daily recording of the starting and ending mileage of every mission in the vehicle log sheet.
- Maintain the vehicle routine maintenance log, cleaning and fueling.
- Only carry authorized passengers (IMA staffs) unless otherwise.
- Carry valid driver's license and identification card.
- Report all technical faults and incidents to supervisor in a timely manner.
- Ensure that all safety equipment's and vehicle tools are present.
- Ensure all vehicle documents are valid and present in the vehicle.



- Maintain control and accountability of vehicles and equipment in accordance with IMA World Health program guidelines
- Perform any other duty as assigned

Qualifications/Experience/Skills

A valid South Sudanese driving license with professional mechanical knowledge is preferred

Fluency in spoken English, Juba Arabic, and other local South Sudanese language

Qualifications (Preferred):

- Minimum of three years of professional driving experience in South Sudan
- Previous experience working with humanitarian organizations
- Demonstrate ability to work in fast paced detailed oriented environment with minimal supervision
- Professionalism – Maintains a positive outlook, motivates self and team to work constructively under pressure. Responds resourcefully when challenges arise; accepts responsibility for actions and learning. Arrives at work and appointments on time.
- Analytical Thinking – Builds a logical approach to address problems or opportunities; manages situations by drawing on own knowledge and experience base and calling on other references and resources as necessary
- Oral and Written Communication – Clearly and effectively expresses ideas, thoughts and concepts verbally and in written or graphic form, using correct and appropriate grammar, organization and structure, and effective presentation media and techniques. Uses appropriate media and approach to present ideas formally to individuals or groups with required impact.
- Decision-Maker – Demonstrates excellent interpersonal skills. Capable of directing and managing change, inspiring teamwork, and high performing teams.

REQUIREMENTS

- Secondary School Certificate
- Hands on experience in Machinic
- Should have at least four years of experience in rough/fields roads

APPLICATION INSTRUCTIONS:

Interested candidates who meet the above conditions should forward their CV and covering letter (which should include the contact details for at least three professional references from previous employers to Human Resource Office IM World Health through e-mail jubahr@imaworldhealth.org or by hand delivery to IMA – South Sudan County Office: Heran Office complex, Hai Cinema Opposite Juba Stadium. Deadline for submission is **October Wednesday 6, 2021 by 5 pm South Sudan Local time.**

We will be reviewing applications on a rolling basis, so please apply at a suitable time. This position is based in Juba,

Include Name of the position and location in email subject line or on the envelope clearly marked

Application documents once deposited will not be returned to applicants. Applicants are advised not to include any original documents in their application. IMA World Health will not be held responsible for the loss of such documents.

IMA World Health is an equal opportunity and affirmative action employer. IMA World Health prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, age, national origin, disability status, protected veteran status, or any other characteristic protected by US or International law.

Open to South Sudanese nationals only

Female candidates are strongly encouraged to apply for this position.