



ICRC

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

Vacancy Advertisement
ICRC – South Sudan



FUNCTION: Helper (3 Positions)
PLACE OF EMPLOYMENT: JUBA

PURPOSE

The Helper provides help and support by carrying out simple tasks requiring no qualifications.

FUNCTION DESCRIPTION

- Reception and unloading of goods from various suppliers / purchasers / departments.
- Packing of goods in a proper way for safe transportation.
- Labelling of goods mentioning destination, weight and number of parcels.
- Arranging goods on pallets or shelves according to instructions given by the storekeepers and based on destination.
- Assisting storekeepers with the put-away of goods as well as order picking.
- Loading trucks and vehicles under the supervision of the storekeepers.
- Daily sweeping of all floors and emptying of all rubbish bins.
- Wiping all shelves regularly according to the schedule or request.
- Performs through cleaning of entire warehouse (ceiling, walls, behind storage equipment etc.)
- Reporting any problems / issues faced in warehouse to his direct Supervisor - Storekeeper.

Education/Professional Experience Required:

- Primary school education.
- Minimum 2 years of experience in a similar field
- Conversational in English, And Arabic; Computer skills are an asset.

The International Committee of the Red Cross (ICRC) is an impartial, neutral and independent organization whose exclusively humanitarian mission is to protect the lives and dignity of victims of war and internal violence and to provide them with assistance. It also endeavours to prevent suffering by promoting and strengthening humanitarian law and universal humanitarian principles.

HOW TO APPLY

Interested candidates should submit their application including copies of relevant certificates and nationality ID in English, to ICRC offices in **Juba** or by email to: jub_recruitment_services@icrc.org until **Thursday, 15th April 2021** to the **HR Manager**.

1. Motivation letter setting out why you are the most suitable candidate for this role.
2. CV, copies of certificates and nationality ID. Please clearly mark the position title in the subject title of your email.

Equally qualified women are strongly encouraged to apply



Only Short-listed Candidates Will Be Contacted. Applications Not Retained Will Not Be Returned