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Approved

VACANCY ANNOUNCEMENT



03/03/2026

Driver – Juba Head Office (80 %-Field-Based Position)

Organization: Global Aim South Sudan (GASS)

Duty Station: Juba, South Sudan

Reporting To: Logistics & Administration Officer

Contract Duration: 12 Months (Renewable subject to performance and funding availability)

Application Deadline: 27th March 2026 at 5:00 PM CAT : Job Stat Date: As soon as Possible.

1. Background

Global Aim South Sudan (GASS) is a national non-governmental organization committed to sustainable development, humanitarian response, and resilience building across South Sudan. GASS operates in multiple states delivering programs in Food Security and Livelihoods, WASH, Education, Protection, and Emergency Response.

GASS is seeking a qualified and experienced Driver to support operations at its Juba Head Office. This is a **field-intensive role**, with approximately **80% of responsibilities involving field movement** in and outside Juba.

2. Position Summary

The Driver will provide safe, reliable, and efficient transportation services to support program implementation and organizational operations. The role requires extensive field travel under varying road and security conditions.

The incumbent will ensure proper use, maintenance, and documentation of assigned vehicles in accordance with GASS policies, donor requirements, and national traffic regulations. The Driver may also provide limited administrative and logistical support as required.

3. Key Responsibilities

A. Field Transportation Services (Primary Responsibility – 80%)

- Safely transport staff, partners, and materials to project sites within and outside Juba.
- Navigate rural, seasonal, and challenging road terrains.
- Ensure compliance with GASS security protocols and movement procedures.
- Conduct pre-departure vehicle checks and route assessments.
- Ensure vehicle readiness for long-distance and overnight field missions.
- Maintain professionalism and confidentiality at all times.



B. Vehicle Management and Maintenance

- Conduct daily inspections (fuel, oil, water, brakes, tires, lights, battery, etc.).
- Maintain vehicle cleanliness (interior and exterior).
- Keep accurate vehicle logbooks, fuel consumption records, and maintenance schedules.
- Arrange routine servicing and promptly report mechanical issues.
- Ensure vehicle is equipped with required emergency and safety tools.
- Immediately report accidents, incidents, or security concerns.

C. Administrative & Logistical Support (20%)

- Provide airport pick-ups and drop-offs.
- Deliver official documents and materials.
- Support coordination of vehicle movement when required.
- Assist during emergency deployments.

4. Qualifications and Experience

- Minimum Secondary School Certificate.
- Valid South Sudan driving license (appropriate vehicle category).
- At least 3 years of professional driving experience (NGO experience preferred).
- Proven experience driving in urban, rural, and field environments.
- Accident-free driving record preferred.
- Ability to ride a motorcycle is an added advantage.

5. Required Skills and Competencies

- Good knowledge of Juba roads and national traffic regulations.
- Strong experience with long-distance and rural driving.
- Basic mechanical troubleshooting skills.
- Strong sense of responsibility, punctuality, and integrity.
- Ability to work under pressure and adapt to flexible schedules.
- Good communication skills.
- Basic written and spoken English.
- Physical fitness for demanding field travel.

6. Working Conditions

- Approximately 80% field deployment.
- Frequent travel outside Juba.
- Exposure to varying road, weather, and security conditions.
- May require extended working hours and overnight stays.
- Must be medically fit to drive and perform assigned duties.

7. Safeguarding and PSEA Commitment



Global Aim South Sudan (GASS) has zero tolerance for Sexual Exploitation, Abuse, and Harassment (PSEAH).

All staff are required to:

- Uphold the dignity and rights of beneficiaries and communities.
- Fully comply with GASS Safeguarding, PSEA, Anti-Fraud, and Code of Conduct policies.
- Promote a safe, respectful, and abuse-free working environment.

Background and reference checks may be conducted.

8. How to Apply

Interested candidates should submit:

- A Cover Letter
- Updated CV
- Copy of valid Driving License
- Copies of relevant certificates
- Copy of National ID

Applications must be addressed and submitted to Human Resource Officer:

By Email: recruitmentgass@gmail.com

OR

Hand delivered to:

Global Aim South Sudan (GASS)
Gudele Block 6, Hai Referendum Road
Munuki Town Block
Next to Diana Petro Station
Juba, South Sudan

Deadline: 27th March 2026 at 5:00 PM CAT

Equal Opportunity Statement

Global Aim South Sudan (GASS) is an equal opportunity employer committed to diversity and inclusion. Qualified women and persons with disabilities are strongly encouraged to apply.



Important Notes

- Late applications will not be considered
- Due to the urgency of this position, applications may be reviewed on a rolling basis, and GASS reserves the right to close the vacancy before the stated deadline if a suitable candidate is identified.
- All applications submitted become the property of Global Aim South Sudan (GASS) and will not be returned.
- Applicants are advised to submit **copies only** of certificates, licenses, and supporting documents.
- Only shortlisted candidates will be contacted.

