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# Vacancy announcement

## Driver - for DCA South Sudan Country Office

Are you a visionary and passionate professional within the driving? Have you got solid experience in the humanitarian sector, that you can bring into the DCA Country office and ensure quality driving? Then you might be our new driver in DCA Country Office South Sudan!

**DanChurchAid (DCA)** is an International Non-Governmental Organisation with headquarters in Copenhagen, Denmark. The organisation was founded in 1922, and have country offices in 19 countries across Africa, the Middle East, Ukraine, and Asia. DCA has been active in South Sudan since 2007 and works within the three Global Goals of DCA – Save Lives, Build Resilient Communities, and Fight Extreme Inequalities. We work across Upper Nile, Jonglei, GPAA, Central Equatoria, and Eastern Equatoria States primarily through national partners.

DanChurchAid (DCA) is looking for **Driver**. The position is Seven (7) months starting from May 15, 2026 to December 31, 2026 with possibility of further extension based on performance and availability of funding. The position will be based in Juba with frequent movements within the programme areas. The Driver will support and facilitate DCA operations at country office. The incumbent will be responsible for driving DCA staff within Juba and the programme areas.

The Driver will responsible and accountable for the vehicles, assigned to him/her to drive, and s/he is required to always maintain in the best possible condition and will be working in shift, unless it is a matter of emergency, all vehicle movements must be approved by the line manager(s). Overall, s/he will ensure s/he works in accountable, professional and create an efficient, open and inspiring work environment

### The responsibilities of the Driver include:

- Ensure that the vehicle is kept clean at all the time, fueled and ready for operations.
- Perform daily inspections for the assigned vehicles or any other vehicles as instructed.
- To drive the assigned vehicle according to the rules outlined by DCA.
- To transport passengers and cargo to various approved destinations safely and as instructed.
- Understand and follow all relevant traffic laws and regulations in South Sudan.
- Keep the assigned vehicle or any other vehicles as always instructed clean both outside and inside.
- Keep tracks/record and advise the line manager of needed service and maintenance of the assigned vehicle in advance.
- Manage DCA vehicle passage through organized forces and checkpoints in a professional manner.





- At all times be in possession of a valid driving license and ensure that the license is renewed when necessary.
- Accountable for the proper use and security of DCA's vehicles and the equipment such as jack, tools, etc. assigned to the vehicle.
- Advise the line manager of the needed service and maintenance of the assigned vehicle in advance.
- Work within the framework of the DCA's values and Code of Conduct with professionalism and excellence.
- Responsible for the first aid tool kit provided in the vehicle ensuring that all the required supplies are kept well and always have a valid expiry period.
- Many primary communications always ensure the availability of emergency communication in vehicles.
- Have knowledge to detect any mechanical related issues and report in a timely manner.
- Adhere to organization driving policy/Rules and Regulation.
- Performs other job-related duties as assigned.

#### Required qualifications:

- Valid driver's license
- Minimum 3 years professional experience as a driver
- Experience driving with Toyota Landcruiser and quad bike
- Ability to perform routine vehicle maintenance, with experience as a vehicle mechanic
- Knowledge of the traffic laws and regulations of the programme area
- Interpersonal qualities: Reliable, responsible, works well in and promotes teamwork, comfortable in a multi-cultural environment, good communication skills, flexible and able to handle pressure in a professional manner
- Fluent in spoken Arabic, with additional proficiency in spoken English and written
- Candidate ready to embrace the four DanChurchAid values of compassion, proactive, responsible, and respectful.



#### What can DCA offer you:

The successful applicant will be offered a **contract until December 2026** with the possibility of extension dependent on both funding and performance.

The position is for **South Sudanese nationals**. Women and minorities are strongly encouraged to apply.

**Expected starting date:** 15.05.2026 or at earliest possible date after this.

**Working hours:** 40 hours per week.





Interested candidates should apply through: <https://dca1.career.emply.com/ad/driver-dca-south-sudan-country-office/i268go> or by hand delivery to DanChurchAid Office, Plot No. 573 Block 3-K South First Class Area, TongPing, Juba NA Bari, Opposite Nile Fortune Hotel, Lakes Road, Juba - South Sudan.

All interested candidates irrespective of age, gender, race, religion, sexual orientation, abilities or ethnic affiliation are encouraged to apply for the vacancy. DCA conducts an anti-terror check as part of the recruitment process. It is a prerequisite that you can pass this check and maintain this status throughout your employment with us. Everyone applying for a job with DCA must be ready to comply with our Code of Conduct, Staff Policy on Prevention of Sexual Exploitation, Abuse and Harassment and our Child Safeguarding Policy.

Deadline for applications as described above are the **24<sup>th</sup> of April 2026**.

For further information regarding DCA, please visit our website at: <https://www.danchurchaid.org/>

Only applications following the abovementioned procedures will be considered and only shortlisted candidates will be contacted.

