



SD-H-3
Approved by Senior Inspector,
MOL (RSSD)
[Signature]
22/11/23



POSITION : Driver
ORGANISATION : African Parks – South Sudan
LOCATION : Badingilo Head Quarter
REPORTING TO : Logistics Officer
EXPECTED START DATE : **January 2024**

BACKGROUND:

African Parks is a non-profit conservation organization that takes on the complete responsibility for the rehabilitation and long-term management of national parks in partnership with governments and local communities. We currently manage 22 national parks and protected areas in 12 countries covering over 20 million hectares in: Angola, Benin, Central African Republic, Chad, the Democratic Republic of Congo, Malawi, Mozambique, Republic of Congo, Rwanda, Zambia, Zimbabwe and South Sudan.

Boma and Bandingilo National Parks are located in South Sudan's equatorial region with a combined area of 30, 000 KM². The parks host the second largest wildlife migration in the Africa that covers over 120,000 KM², and provide habitat for large populations of hartebeest, buffalo, elephant, giraffes and lions.

JOB OVERVIEW:

The purpose of this Job is to drive organization Vehicles based on the movement plans, requests and assignments.

MAIN ROLES & RESPONSIBILITIES:

- Provide transport in support of different program activities, as required by the office.
- Drive organization vehicle within the required speed limit as per the traffic & road safety regulation.
- Ensure that vehicle movements are based on the movement plan as indicated on the board.
- Observe all traffic laws, show consideration for other road users and pedestrians and respect road conditions.
- Ensure that all on boarding passengers in the vehicle observe the safety measures put in place and if passengers refuse to follow the safety regulations, the driver is not to start the engine and report the incident to his/her supervisor.
- Drive with due care the vehicles so as not to cause damage to vehicle body or engine.
- Keep trip log, noting kilometers and location when refueling and also at the end of the day





- Do vehicle inventory check as per Vehicle Logbook at the start of every shift.
- Vehicle to be returned to the African Parks compound at the end of each day.
- Keep driving license current and inform their supervisor of any change in the driving license status.
- Check the vehicle to be used before use and to report to the transport logistician any faults or problems with the vehicles on timely basis.
- The driver is responsible for cleaning their vehicle, inside and out, after every shift.
- Respond to the instructions of operations manager in relation to the care, maintenance and repair issues relating to the assigned vehicle.
- Report daily to the logistics officer for assignments.
- Work as allocated on the driver duty roster including nights and weekends.
- In the event of an accident involving a vehicle under the driver's care, the driver is required to prepare a full incident report, which is then presented to the Logistics.
- Ensure that African Parks vehicles only carry authorized passengers and that when authorized to carry non-African Park staff that the passengers sign the appropriate disclaimers.
- When transporting goods, sign packing list/Delivery Docket for goods being transported, get consignee to sign packing list/DD for receipt on delivery and give signed packing list/DD to cargo officer on return.
- Ensure the necessary documentation, tool kits in addition to emergency and repair equipment is carried in the vehicle at all times and they are well secured from unauthorized picking.
- Ensure that the assigned vehicle is kept in good mechanical condition following standard SOPs for fleets.
- Any duties as requested by the Logistics officer.

EDUCATION AND EXPERIENCE:

- Valid South Sudan driving licence with at least 3 years driving experience with reputable organisation preferably NGO.
- Latest secondary school level of education qualification.
- Good command of English Language.
- Motivated, hard-working and trustworthy
- Flexible and willing to support others
- Experience in four-wheel drive vehicles
- Basic knowledge of simple motor vehicle mechanics.
- Defensive driving skills is an added advantage
- Knowledge of administering basic first aid is an added advantage.





HOW TO APPLY:

To apply, please email your CV and cover letter to ssrecruitment@africanparks.org or hand delivery to **African Parks office, Synergy Suites – Plot No 849, Block No 3-K South by Tuesday, 12th December 2023**. Please mention the position name in the subject line of the email.

In case you do not hear from us within two weeks after the closing date, this means that your application was not successful. We thank you for your interest in working for African Parks.

