

Vacancy Announcement

Samaritan's Purse is a non-denominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ.

Vacancy: Driver - (1 Position).
Reports to: Head Driver/ Radio Operator.
Duty Station: Juba.
Start Date: Asap.
Deadline of Application: 10th December 2021.



SUMMARY OF THE POSITION

The Driver will work under the supervision of Head Driver/Radio Operator and will be in charge of among others vehicle inspections before Driving, making sure vehicles are clean before use at all times, with a generous and serving spirit perform all other tasks and responsibilities assigned for the benefit of Samaritan's Purse that includes maintaining Christian witness to the communities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Drive SP vehicles/authorized passengers to specified destinations as approved by the supervisor in line with the SP Vehicle Use & Management Policy.
- Deliver packages, goods and mails and any other information to specified people, places and offices in line with SP policies.
- Physical inspection/check of vehicle status/condition e.g. engine oil, water, nuts, battery water, license, Insurance, brakes, tire pressure, etc. prior to any journey and carry out regular vehicle repairs e.g. correcting hard start, tightening bolts and nuts, topping up battery water, etc. in line with SP policy.
- Ensure proper management and use of the codan RF radio.
- Monitor the security of vehicle, authorized passengers and luggage in line with the vehicle policy.
- Report all major and minor damages and accidents on the vehicle at hand to the supervisor using relevant documentation/forms in accordance to the SP Vehicle Use & Management Policy.
- Keep proper record of logbooks for fuel consumption, timely & accurate recording of and ensure fuel provided by the organization is used for only authorized work in the field
- Prepare and submit accurate, complete and timely vehicle monthly reports in line with the SP Vehicle Use & Management Policy.

Skills Required

To perform this job successfully, an individual must be willing to abide by Samaritan's Purse's code of conduct and understand the principals of Samaritan's Purse's statement of faith, as well as be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Driving.
- Must have analytical and reporting skills.
- High level of integrity and stewardship.
- Committed to the Samaritan's Purse values and ethics.
- Knows Juba City very well and has contacts, in all aspects.



Education / Experience Needed

- High School Certificate with at least 3 Years of past experience working in the same role in an NGO set up, Government and Private sectors.

LANGUAGE

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals in English. Ability to write routine reports and correspondence in English. Juba Arabic language skills is also required.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral diagram, or schedule form.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit. The employee frequently is required to stand, walk and run, use hands to finger, handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, and talk or hear. The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

How to apply: Address your application to HR Department – Samaritan's Purse International, Juba and submit your hard copy Cover Letters, CVs & Academic documents to SP Office situated in Hai Cinema next to Landmark Hotel by **10th December 2021** before **5:00 PM**. Women are strongly encouraged to apply.

Applications can also be sent via email to: RecruitSouthSudan@samaritan.org.

We do appreciate your interest in working with us. However, only short listed candidates will be contacted.

