



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 (2 Positions)
Reports to: Head of Drivers
Duty Station: Juba.
Posting date: April 13, 2023
Start Date: ASAP.
Deadline of Application: May 2, 2023.

SUMMARY OF THE POSITION

The Driver will be responsible for vehicle inspection before driving, picking/dropping authorized staff and ensuring vehicles are clean for use at all time as well as standing in for the head driver should need arise.

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, tyre 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.
- Any other administrative duties assigned by the supervisor.



PREFERRED SKILLS/QUALIFICATIONS:

- Valid South Sudan Driving License
- At least 2 years' experience in driving with an International NGO
- Must demonstrate ability to operate 4WD vehicles safety in city
- Having knowledge of mechanical experience is an high added advantage
- Ability to pay attention to detail and work under pressure in a cross-cultural environment.
- Experience working in a multi-cultural environment.
- Ability to plan, organize, manage time, and meet deadlines.
- Ability to read, speak and write English and interpret documents such as logbooks and vehicle checklist

Samaritan's Purse has “Zero Tolerance approach” to Sexual exploitation and abuse and does not allow any partner supplier subcontractor, agent or any individual engaged by Samaritans Purse to engage in any form of sexual abuse or exploitation against Vulnerable or other adult's associating with its work.

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 Country Office situated in Hai Cinema next to Landmark Hotel by May 2, 2023 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.

