

Position:
Location:
Reporting:
Date of Issue:
Applications Deadline:

Driver
Turalei
Operation Officer
January 4, 2020
January 21st, 2021



The Radio Community (TRC) is a South Sudanese national NGO that manages a network of six radio stations across the country with a commitment to community-based public service broadcasting.

- **Vision:** A country where people can make informed decisions about their lives
- **Mission:** Sustainable radio stations that inform, educate and entertain
- **Values:** Accuracy - Fairness – Independence

The Radio Community is established as 100% South Sudanese NGO and supported by an international media development NGO, internews, which is funded by the USAID i-Stream project, the objective of the strengthening Free and Independent Media in South Sudan is to strengthen a free and independent media in South Sudan, with an emphasis on building professionalism, production capacities, freer and open environment and self-sustainability of the media sector. The driver will transport the employees of TRC as assigned and ensure the maintenance of the vehicles.

Descriptions of the main duties and responsibilities:

- Drive employees as assigned
- Assist in the pick-up and drop of goods and materials to support the project and operations in South Sudan.
- Perform minor maintenance tasks on the vehicle when necessary.
- Ensure vehicles are being duly, fueled, lubricated, cleaned, serviced and maintained.
- Be responsible for the security of the passengers, ensuring they wear seat belts at all times.
- Be responsible for the safekeeping of all vehicle equipment, tools, first aid kits, spares etc.
- Report all maintenance needs on a regular basis.
- Complete vehicle logs.
- Carry out minor and major mechanical work on Internews vehicles
- Provide assessments of up-coming required vehicle maintenance
- Advise on critical mechanical needs and regular servicing
- Establish and maintain a service schedule, to ensure all vehicles and engines are serviced in line with the field conditions in South Sudan
- Travel to the field as required to perform minor and major mechanical work on Internews vehicles
- Assist the employees and visitors in carrying their belongings from the vehicle.
- Keep the assigned vehicle clean inside and outside
- Adhere to all safety and communication protocols



- Assist the Operations Department with the packing, movement and shipment of goods and materials in Juba to support the project and Internews operations in South Sudan
- May be do any other duty assigned to him

Qualifications:

- Speak English and Arabic.
- Have a valid Driving License and over 5 years' driving experience, preferable NGO experience
- Have 5 years mechanic experience
- Proficient in the use of VHF radio.
- Must respect and be knowledgeable of all safety and traffic rules.
- Know Juba and its surroundings very well.
- Be knowledgeable of vehicle insurance and regulations.
- Be able to work effectively in a team.
- South Sudanese nationality required.

How to Submit your Application:

As part of the application process you are required to submit the following documents. Please read carefully and follow the instructions given:

- Cover letter
- Driving License & National ID Card
- CV together
- Names and contact of three (3) professional referees



Please either

- Email your application to HR@theradiocommunity.org
- Or you can submit hard copy of your application to TRC Office at Turalei, Mayardit 90.7 FM, Warrap State and **AFEX RIVER CAMP**

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED