

Approved

23 AUG 2021

World Vision

Our Vision for every Child, Life in all its Fullness; Our Prayer for every heart, the will to make it so

Building Brighter Futures for Vulnerable Children

JOB OPPORTUNITY

World Vision is a Christian Relief, Development and Advocacy Organization dedicated to working with Children, Families and Communities to overcome poverty and injustice. World Vision serves all people, regardless of religion, race, ethnicity or gender. All employment in World Vision is conditioned upon successful completion of all applicable background checks, including criminal record checks where possible.

World Vision South Sudan is now seeking for a qualified and dynamic Individuals **(Man or Woman)** who are willing to share in our vision and promise to Children, to join us in the role below:

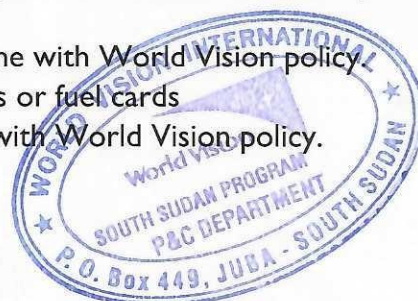
Job title: Driver (2)
Reporting to: Fleet Officer
Location: Juba
Availability: As soon as possible

Purpose of the position:

This role is required to provide safe-driving to passengers, goods/cargos and other road users. S/he will be required to provide good care to the vehicle by managing basic mechanical repairs.

Major Roles and Responsibilities:

- Drive World Vision vehicles/authorizes Passengers to specified destination as approved by supervisor in line with World Vision vehicle usage policy.
- Keenly monitor the security of the vehicles, authorized passengers.
- Checking and signing the vehicle check sheet each time the vehicle is and returned in line with the vehicle policy.
- Deliver packages, good and mails documents to specified people places and meeting officials' personnel and visitors at the airport, visa and customs formalities arrangement when required in line with World Vision policy
- Keenly check the vehicles status or condition e.g., Engine oil, coolant nuts, battery acid, licenses, thirty party insurance, brakes and tires among others.
- Fueling including the use of vouchers or fuel cards in line with World Vision policy
- Report all major damages and accidents on the vehicles or fuel cards
- Preparing and submit vehicles monthly reports in line with World Vision policy.



Qualifications: Education/Knowledge/Technical Skills and Experience

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training.

- Post-Secondary School Certificate or its equivalent.
- At least 2 years' experience in Vehicles Operation and maintenance.
- Spoken and Written English.
- Must have a valid driving Permit with at last 2 years of experience.
- High level of integrity and stewardship.
- Calm, stable, kind and diplomatic person.
- Committed to World Vision Values and ethics
- Mechanical Knowledge will be highly considered
- Operational and driving knowledge of the transport policies, Procedures and best practices

World Vision South Sudan is willing to pay a competitive salary and benefits to the right candidate.

HOW TO APPLY

Interested candidates (**South Sudanese Nationals**) who meet the above criteria should submit their application, cover letter and an updated CV with at least three referees with their telephone and email contacts. Address your application to: **The Human Resource Manager, World Vision South Sudan**

Indicate the position you're applying for in the subject line.

Applications should be submitted to this email recruitsdno@wvi.org

Closing date for receiving applications is: 9th September 2021

Please note that only shortlisted candidates shall be contacted and documents once submitted will not be returned to the candidates.

