

AAH-I South Sudan Country Programme
Hai Gabat, Opp. JIT Supermarket (behind SSD Customs)
Juba Town, Republic of South Sudan

50.H.3
Approved by
S/Inspector of Labor
22/12/2022
22 DEC 2022



JOB VACCANCY

Action Africa Help International (AAH-I), an African-led non-governmental organization that supports livelihood-challenged communities in East and Southern Africa to sustainably improve their well-being and standard of living. With Country Programmes in South Sudan, Kenya, Somalia, Uganda, Zambia and Ethiopia, AAH-I has over 30 years' experience working with communities in conflict and post-conflict situations, including refugees, internally displaced people and host communities. AAH-I also works with other marginalized communities, including pastoralists and people living in informal urban settlements.

In South Sudan, AAH-I works in Greater Equatoria, Greater Jonglei, Greater Upper Nile and Greater Unity State, with field offices in Juba, Yei, Maridi, Yambio, Mundri, Bor, Wau, Ajong Thok, Maban and Malakal.

AAH-I South Sudan Country Programme is looking to recruit a suitably qualified candidates to fill the vacant position of **Heavy Plant Operator – Grader** to be based in **Jamjang**.

Position:	Heavy Plant Operator – Grader
Number of Posts:	01
Reports to:	Senior Construction Officer
Staff reporting to this post:	N/A
Liaises with:	Area Coordinator, Construction Engineer, Administration Officer, Logistics/Field officer, & Sector Heads.
Duty Station:	Jamjang – Ajuongthok

Job Summary

The **Heavy Plant Grader** Operates the organisation construction equipment to execute work related assignments, excavation and hauling of construction materials as well as other duties as assigned. Operates the Grader and any of the heavy plant machinery at least the Excavator, wheel loader and back-hoe. Responsible for keeping the heavy plant machinery including the low bed – heavy wide load truck to the highest standard in accordance the maintenance interval.

Duties & Responsibilities

- Carry out daily inspection of the heavy plant machinery allocated before starting the engine, checking leakages, lubricants, greasing, water levels, coolant, wheels, tightening all bolts and nuts.
- Responsible for the heavy plant machinery documents and their good condition, keeping the logbook, weekly, monthly maintenance records influence refuel records.
- Ensure weekly checks of heavy plant machinery is carried out (cleaning of air cleaner, through washing and cleaning of the machinery)
- Reports to immediate supervisor any need for minor repairs and maintenance of the heavy plant machinery (grader) after every task performed.
- Safely and responsibly performing all earth moving/hauling works using official equipment.
- Taking account of all available information on quarry/material sites, road conditions, accessible routes and locations.
- Make sure that tachometer/ hour readers are properly functional and any faulty noticed is immediately reported to the Logistics /immediate driver in charge of the vehicle fleet in the organization.

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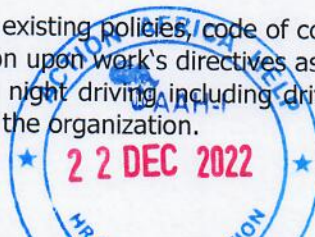
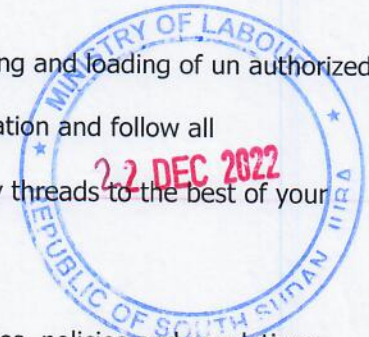
- Carry out assessment of the task working areas first before engaging the machines to dangerous elements that can damage tyres and horse pipes
- Take in account all available information on behaviour of the heavy plant machinery during operation on the roads works and locations.
- Complete the heavy plant machinery's log book correctly and conscientiously in accordance with AAH-I standard.
- Respect and work within the South Sudan traffic rules and regulations and report immediately any accident that occurs.
- Ensure the cleanness of the heavy plant machinery with keen observation of safety precautions during cleaning of the heavy plant machinery.
- Operation heavy plant machinery in accordance with instructions and directives from supervisor.
- Avoid idling, aggressive operation actions, over speeding, night movement and other activities that might damage the reputation of the organization.
- Avoid operating heavy plant machinery under influence of alcohol and drugs
- Comply with operations' work rotation in accordance to work plan has been provided by the supervisor.
- Deliver service to the partners approved requests in the operation in a smooth way as expected
- Responsible to use all available information (including current radio news on traffic conditions) to update daily knowledge of operating areas conditions, current possible routes and locations, and shares the information with the immediate supervisor.
- Assist in any other work assigned by the management.

Routine/Daily Tasks

- Clean the interior/exterior and greasing of the assigned machinery regularly before and after use.
- Check all oil, water, brake, hydraulic oil, brake fluid, tyre pressure, coolant, battery levels and the entire general routine weekly and monthly machinery check-up and submit report to the immediate supervisor for routine maintenance.
- Reports need for service and carries out minor repairs.
- Immediate report submission in case of an involvement of the machinery in accident, including minor accident, damage, loss or theft of property and parts.
- Respect all traffic rules and regulations
- Respect speed limit while operating especially on roads, quarry/ borrow pit, any trading centres and animal crossing gazetted areas.
- Ensure that security measures are respected.
- Maintain-authorized Machinery's tachometer. Any alteration, fuel siphoning and loading of un authorized goods and passengers will result in to termination.
- Ensure Radio is on all the time while operating machinery for communication and follow all communication throughout the Radio communication channel.
- Comply with all security update and instructions. Report to the office any threads to the best of your knowledge.

Expected Results

- Technically fit to drive and comply with all the heavy plant machinery rules, policies and regulations.
- Confirmed to be the best and strong operator team member.
- All heavy plant operators are correctly used for the road works and earth works materials.
- Safeguard the machinery removable parts and assistant who on the heavy machinery
- Highest maintenance standard and interval are observed.
- Daily inspection of the heavy plant machinery before starting the engine. Checking leakages, lubricant and water levels. Checks wheels and tighten all the bolts and nuts.
- Vehicles' tools /equipment and all official documents are kept properly.
- Ensure tachometers are in working conditions and report immediately faulty parts to the Logistics/immediate supervisor.
- Vehicles' log book is always completed correctly and conscientiously in accordance with AAH standard.
- Ensure the cleanness of the truck/bus/light vehicle as well as the vehicle's lining before and after loading.
- Respect and comply with all the existing policies, code of conduct as required by AAH-I.
- Respect and take clear instruction upon work's directives as provided by supervisor /people in charge.
- Avoid idling, over speeding and night driving, including driving so aggressively and other activities that might damage the reputation of the organization.



- Comply with drivers' work rotation in accordance to work plan has been provided by the office.
- Delivering service to requested partners in operation in a smooth way as expected by AAH-I and respected partner(s) for plan activities.
- Assist with any other work assigned by the management.

Qualifications

- Minimum of Secondary school certificate of education.
- Certification or Apprentice training in Heavy Plant Machinery (Excavator, Graders, Wheel loader and Back-hoe).
- Hold valid driving license at class D level.
- Minimum 3- 10 years of practical experience in operating Heavy Plant Machinery (Excavator, Graders, Wheel loader and Back-hoe).
- Knowledge and experience in multi-purpose ability to operate more than 2 Heavy Plant Machinery (Excavator, Graders, Wheel loader and Back-hoe) will be added advantage.
- Substantial experienced in grading of Airstrip, road works and construction sites is highly preferred;
- Knowledge and experience serving humanitarian logistics projects will be an added advantage.
- Exposure and experience working in South Sudan and understanding of the NGO context will be a plus.

Skills and Competencies

- Relevant professional experience in a busy program/office setting is highly desirable.
- Ability to think quickly, effectively to solve problems, handle multiple projects, determine priorities, and meet deadlines under pressure
- Good interpersonal and team skills and ability to thrive in a multi-cultural, dynamic environment
- Ability to complete a complex variety of tasks in an organized manner and adapt to new priorities
- Ability to communicate with all levels of staff, orally and in writing
- Ability to take initiative and work independently
- Commitment to and understanding of AAH-I's vision, mission and values as well as AAH South Sudan

APPLICATION INSTRUCTIONS

AAH-I is an equal-opportunity employer.

Interested candidates should address their applications to;

- The HR Manager AAHI South Sudan and position clearly indicated on the envelope or email subject line;
- Hard Copy Applications can be hand delivered in sealed envelope at the AAH/UNHCR Logistics Base in Juba Town or submitted via email at recruitss@actionafricahelp.org
- Please submit a complete application (*including Cover letter + CV + 3 referees, and **photocopies** of Nationality ID, Academic certificates & recommendation letters*).

Deadline: All applications must be submitted latest by **Friday 13th January 2023 COB (4.00PM)**.

Consideration: Please take note!

- *This position is a National level position*
- *Female candidates are highly encouraged to apply.*
- *Applications without the required attachments will be disregarded!*
- *Due to high volume of applications, only shortlisted candidates will be contacted.*

