



Job title: Driver

Band: J

Reporting to: Supply Chain Team Leader

Technical line manager: Supply Chain Team Leader

Direct reports: N/A

Unit/department: Support Services Manager

Location: Kibondo/ Kasulu

Deadline: 09th October 2022

Overall purpose of the role:

The objectives of this position is to perform the driving of DRC vehicles and ensure the safety of staff, looking after the vehicle assign to you and ensuring that DRC driving rules and regulations as well as those of the United Republic of Tanzania are strictly adhered to.

Responsibilities:

- To perform all regular driving vehicles duties for DRC Tanzania
- To ensure that you are familiar with safety procedures relating to vehicle and travel, and that all procedures and guidelines are followed.
- To take responsibility for safety of passengers, and to ensure both driver and passengers fasten seatbelts at all times.
- To ensure that vehicles are properly maintained and fueled at all times
- To carry out daily checks (water, oil, battery, tires, windscreen wipers, etc.) and clean the vehicles to which you are driving
- To accurately record all journeys made in the log sheets of the vehicle.

- To ensure that all traffic regulations in Tanzania and speed limits are observed at all times.
- To adhere to all security guidelines of DRC
- Responsible for all equipment's and tools on board on the vehicle and account for.
- Responsible of goods loaded in the vehicle and deliver them to the recipient in good conditions.
- To ensure that the vehicle is securely locked at all times when not in use
- To perform related duties as and when required by DRC

Experience and technical competencies:

- Minimum 2 years working experience especially within the rough road context
- A valid driving license which covers all light vehicle
- Responsible attitude and a mature understanding of the nature of the work
- Experience of driving four-wheel drive vehicles
- Ability to work as part of a team
- Verbal and written in English

Education:

- Secondary education level is required
- Driving college certificates

Languages:

- Fluent in English

Key stakeholders:

- Donors
- Danish Refugee Council staff members
- Beneficiaries

Core competencies	<i>Basic</i>	<i>Advanced</i>	<i>Expert</i>
Striving for excellence	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Collaborating	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Taking the lead	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Communicating	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Demonstrating integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- Basic: I master the essentials, but may at times need help from others
- Advanced: I can work independently at full professional level.
- Expert: I am the go-to person when others need help.

APPLY HERE