

JOB ANNOUNCEMENT for a

DRIVER BASED IN PORT SUDAN

Ref:05/SUDAN/10641/2016

The Italian Development Cooperation Agency – Section of Khartoum, in the framework of the project “*Improving living conditions of women in Port Sudan through the enhancement of RH services in Tagadom Rural Hospital and Health Center Omar Ibn Al Khattab and strengthening of women associations*” - AID 10641, financed by the Italian Ministry of Foreign Affairs and International Cooperation, promotes a selection for the above mentioned position.

<i>Job Summary</i>	The post holder will provide reliable and courteous transportation service within Red Sea State to the Project Staff
<i>Job Title</i>	Driver
<i>Duty station</i>	Port Sudan – Red Sea with possible trip to Khartoum
<i>Reports to</i>	Project Manager
<i>Contract duration</i>	12 months, with 3 months probatory period
<i>Contract start</i>	After selection procedure conclusion
<i>Deadline for application</i>	4th August 2016

1. MAIN DUTIES AND RESPONSABILITIES

This is a responsible non-supervisory position. Duties include operating and maintaining transportation vehicles with a focus on safety; performing minor maintenance tasks on the vehicles when necessary; ensuring periodic scheduled vehicle maintenance; assisting passengers in and out vehicles and providing other services as requested by management when not engaged in transportation service.

2. JOB REQUIREMENTS

- Minimum 5 years of experience which provides the required knowledge, skills and abilities (experience with Italian organization will be considered as a plus);
- Possession of a valid driving permit;
- Preferably High School Diploma;
- Good knowledge of English, spoken and written;
- Ability to drive a vehicle safely and appropriately;
- Ability to communicate effectively orally and in writing;

- Ability to perform minor vehicle repairs;
- Ability to administer First Aid.

3. SUBMISSION OF THE APPLICATIONS

To apply submit:

- a. Updated CV in English;
- b. Photocopy of the Driving Permit;
- c. Valid phone number;
- d. Valid email address;
- e. Copy of passport/ID-card;
- f. Recommendation letter(s) if available;

- In closed envelope to: **Italian Cooperation Office, West Comboni School, Barka Building, 2nd floor, Port Sudan**

Please mark the outside of the envelope with **JOB ANNOUNCEMENT FOR A DRIVER IN PORT SUDAN Ref:05/SUDAN/10641/2016**

OR

- via e-mail at: **recruitment@coopitsudan.org**

The mail subject should be: **JOB ANNOUNCEMENT FOR A DRIVER IN PORT SUDAN Ref:05/SUDAN/10641/2016**

The deadline for the application is **August 4th at 12:00**. The applications received after the deadline will not be taken into consideration.

Evaluation of qualified candidates for this position may include written or practical tests.

Only short listed candidates will be contacted for final selection process.

The Italian Development Cooperation Agency – Section of Khartoum preserves the right to cancel the selection procedure in case of special conditions discretionally evaluated case by case.