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**Date: 06/06/2020**

**ANNOUNCEMENT**

**EMPLOYMENT OPPORTUNITIES**

**Partners in Community Transformation** (**PICOT)**

Location: Plot 9/11 Ben Ezama Road, Box 82 Koboko Municipality

Northern Uganda Resilience Initiative **(NURI)** seeks to recruit one (1) qualified and dedicated driver immediately to support its CSA Implementing Partner: **Partners in Community Transformation (PICOT)** based at **Koboko**. PICOT has its main office at Plot 9/11 Ben Ezama Road, Box 82 Koboko Municipality.

**Position details:**

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| --- | --- | --- | --- | --- |
| **Category** | **Position** | **Reports to** | **Vacancies** | **Location** |
| **1** | Driver | Executive Director | **01** | Koboko |

DANIDA is funding NURI (Northern Uganda Resilience Initiative) programme, which is implemented in Arua, Madi Okollo, Moyo, Obongi, Adjumani, Nebbi, Pakwach, Zombo and Koboko districts in West Nile from 2019 to 2022. In Koboko District, the Climate Smart Agriculture output of the programme is implemented by PICOT.

In Koboko district, NURI is providing agriculture extension support to **195** farmer groups with a strong focus on Climate Smart Agriculture (CSA).NURI is being implemented in close cooperation with Koboko District Local Government.

**HOW TO APPLY**

Hand-delivered applications

Qualified applicants are advised to obtain blank hardcopy of **NURI Employment Application Form** and position Terms of Reference from PICOT offices in Koboko Municipality and submit filled application form to the **Executive Director PICOT.**

**Kind note**;

* Only duly completed application forms shall be accepted and considered for review.
* Do **NOT** attach any other documents like CVs and Academic documents.

**Closing date**: **Friday 19th June,2020**

**NB:** Only candidates meeting the minimum qualificationsshall be contacted for interviews I week from closing date

**Disclaimer:**

*Neither NURI - Coordination Function nor any of its implementing partners request or require any fees for job opportunities across its Programme. Whoever pays any such does so at their own risk. NURI shall not be liable in anyway. The public is encouraged to report any such illicit solicitation to the police and NURI Programme authorities. Locals are highly encouraged to apply.*

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**JOB DESCRIPTION (Terms of Reference)**

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| **Position** | **: Driver** |
| **Reporting to** | **: Executive Director** |
| **Role summary** | The  role exists to provide various transportation services, including driving authorized passengers, transport goods and services (information) and check the mechanical condition of PICOT-NURI CSA programme vehicle regularly and act accordingly in line with organisation policies. |
| **Duties** | The duties will include but not be limited to;  1. Ensure that daily routine maintenance checks of the vehicle entrusted to you are performed in order to guarantee that the motor vehicle is in sound condition for safe driving.  2. Ensure that all materials and equipment in the vehicle are properly safeguarded.  3. Ensure that safety regulations i.e. wearing of seat belts, are adhered to by you and passengers at all times before driving.  4. Ensure the entrusted vehicle is taken to the approved garage when it is due for service.  5. Maintain the vehicle assigned to you in a clean and immaculate condition.  6. At all times, obey speed limits, the Highway Code and laws pertaining to road use.  7. As instructed, deliver materials and documents while ensuring that all receipts and delivery notes /invoices are duly signed and returned.  8. Maintain a vehicle log-book and ensure that all trips are duly recorded and vehicle status reports are submitted monthly to the Regional Coordinator.  9. Ensure proper and safe parking of the vehicle.  10. Report mechanical malfunctions, accidents or thefts, immediately to the Regional Coordinator and whenever needed to the police.  11. Carry out other duties as assigned by the Coordinator |
| **Qualifications and Experience** | |
|  | **Education/Knowledge**   * 3 years’ experience in driving 4WD vehicle * Valid driving license * Certificate in defensive driving is an added advantage   **Technical Skills & Abilities**:   * Good command of the English language (speaking and writing) * Ability to speak local language |