



## **NATIONAL WATER AND SEWERAGE CORPORATION**

### **EXTERNAL ADVERT**

**14<sup>th</sup> June, 2016**

**HR 05/2016**

National Water and Sewerage Corporation (NWSC) a leading organization in the Water sector in Uganda with a Vision **“To be the leading Customer Centered Water Utility in the World”** seeks to recruit suitably qualified candidates to fill the vacant positions mentioned below:

**JOB TITLE: DRIVER**

#### **MAIN PURPOSE OF THE JOB**

To ensure that the vehicle is used for Corporation work, maintained cleaned, safe and parked as per Corporation Transport Policy and Regulations.

#### **KEY RESULT AREAS:**

1. Carry out routine /daily check of the vehicle and complete the motor vehicle daily log sheet.
2. Provide usage of logs as required and in particular complete on a daily basis the Motor Vehicle Logbook and submit to authorised officer on a weekly basis for inspection.
3. Ensure that the vehicle is in proper and safe condition prior to use, and report any damage or mechanical malfunctions that exist.
4. Report all accidents minor or major to the responsible officer and Police respectively.
5. Keep the vehicle clean all the time.
6. Monitor the service records and ensure that the vehicle is serviced when due.
7. Adhere to a traffic laws and regulations.
8. Adhere to all Corporation policies and procedures.
9. Ensure that all fuel issues are recorded against the correct vehicle numbers and log book.
10. Check and ensure that all damaged parts that have been reported are replaced when vehicle is repaired or serviced.
11. Performs any other duties that may be assigned by the supervisor from time to time.

## **REQUIRED ACADEMIC QUALIFICATIONS AND EXPERIENCE:**

- Minimum of 'O' Level Certificate
- A valid driving permit with a correct driving class
- Defensive driving certificate will an added advantage
- A minimum of 3 years' experience in a large organisation in a driving field.
- Three years of continuous driving experience with a clean truck record is a must.

## **PERSONAL SKILLS AND ATTRIBUTES**

- Must be able to work for long hours in the field.
- Must be able to respond to any emergencies at short notice even at odd hours.
- Must be dependable and highly reliable
- Must be able to speak, read and write proper English.
- Working knowledge of the regulations involved in the safe and efficient operation of motor vehicle.
- Must be Demonstrate dependability and self-motivation.
- Should be a person of high integrity and honest.

**Age Limit: Above 25 years of age and below 45 years of age.**

Applicants must attach the following requirements:-

- An Application letter with a detailed curriculum vitae (CV) attached with academic transcripts/certificates.
- Three referees.

Interested individuals who believe they meet the criteria given above should send in their applications to the Senior **Manager Human Resources, National Water and Sewerage Corporation, Plot 39 Jinja Rd, P.O.Box 7053, Kampala.**

To be considered your application must be received by close of business on **Wednesday 22<sup>nd</sup> June, 2016 at 5.00 p.m.**

Only short listed candidates will be contacted.