



NATIONAL WATER AND SEWERAGE CORPORATION

EXTERNAL ADVERT

11th September 2014

HR 01/2014

EA / DRIVERS – 8 POSITIONS

REPORTS TO: Principal Transport Officer

MAIN PURPOSE:

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

KEY RESPONSIBILITIES / KEY RESULT AREAS

- 1) Carries out routine/daily check.
- 2) Monitors the period between the servicing and ensure that the vehicle is serviced when due.
- 3) Provide usage of logs as required and in particular complete on a daily basis the Motor Vehicle Logbook and submit it to the authorised officers on a weekly basis for inspection.
- 4) Report all accidents minor or major to the responsible officer and Police respectively.
- 5) Keeps the vehicle clean all the time.
- 6) Adhere to all traffic laws and regulations.
- 7) Ensure that all fuel issues are recorded against the correct vehicles number and logbook.
- 8) Check and ensure that all damaged parts that have been reported are replaced when vehicle is repaired or serviced.
- 9) Ensure that driver's permit is valid all the time with the correct class.
- 10) Performs any other duties that may be assigned by the supervisor from time to time.

THE PERSON

In order to be considered for this position, the applicant must have a valid driving permit and should have worked in a driver position for atleast four years and should possess the following:

EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING

1) Qualifications

- A – Level Certificate or its equivalent
- Valid class of driving permit with a correct driving class
- **Defensive driving certificate will be added advantage.**

2) Experience

- A minimum of 4 years' of post qualification experience in a large reputable organization in a driving field.

- Age Limit: Not below 25 years and above 45 years of age

3) Four Years of continuous driving experience with a clean truck record is a must.

SKILLS / COMPETENCIES

- 1) Must be able to work for long hours in the field.
- 2) Must be able to respond to any emergencies at short notice even at odd hours.
- 3) Must be dependable and highly reliable.
- 4) Must be able to speak, read and write proper English.
- 5) Working knowledge of the regulations involved in the safe and efficient operation of motor vehicle.
- 6) High integrity and honesty is a must

Applicants must attach the following requirements:-

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

All persons who believe they can clearly demonstrate their abilities to meet the criteria given above are encouraged to send their applications to christine.amucu@nwsc.co.ug or eunice.alanyo@nwsc.co.ug; for hard copies please post to the attention of the **Senior Manager Human Resource**, National Water & Sewerage Corporation, Plot 39 Jinja Rd, P.O Box 7053, Kampala.

To be considered, your application must be received by close of business on **Thursday 19th September 2014 at 5.00 p.m.**

Eunice Alanyo

MANAGER HUMAN RESOURCE