



ADVERTISEMENT

Position Title: DRIVER
Contract Term: 9 Month Contract
Duty Station: Dadaab Refugee Camp
REF: WIK/DRIVER/04/2022

BACKGROUND

Windle International - Kenya (WIK) is a humanitarian education organization providing education to refugees and needy Kenyans. WIK was founded in 1977 with the belief that good education was essential if Africa was to meet the challenges it faced. We are working with communities in Dadaab, Fafi, Wajir South, Turkana West, Turkana North, Dadaab Refugee Camp and Kakuma Refugee Camp on education projects.

Windle International - Kenya is seeking a suitable candidate to fill the position of Driver based in Dadaab.

KEY AREAS OF RESPONSIBILITY

The individual recruited for this position will be expected to carry out the following duties:

- Drive Windle International staff to and from project implementation sites in a safe, courteous and timely manner as authorized
- Carry out routine checks on the vehicle's cooling, oil, electrical, brake systems, tyre pressure and fuel and ensure the vehicle is in a good mechanical condition.
- Maintain daily work driver logs for, and complete inspections logs of the vehicle assigned
- Ensure security and safety of the vehicle on and off the road
- Ensure all movements are with security escorts
- Maintain cleanliness of the vehicle at all times

QUALIFICATIONS

ACADEMIC

The candidate must meet the following minimum requirements;

- Certificate of Kenya Secondary Education (KCSE).
- A valid Class BCE driving license free from any current negative endorsements with at least 3 years of accident free driving experience.
- A valid Certificate of Good Conduct issued by the Kenya Police
- A First Aid certificate from a recognized institution will be an added advantage
- Be conversant with the provisions of the Traffic Act
- Must be smart and professional at all times
- Must exercise courtesy, respect and decorum

INTEGRITY

- Understanding of and commitment to promoting and safeguarding the welfare of students.
- High level of integrity, commitment and professional responsibility
- Possess a character and demeanour able to bring honour to the organization and dignity to the office
- In built capability to promote public confidence in the integrity of the office
- Proven track record in executing public duties in an honest manner
- Demonstrated high level of discipline and commitment in service to the people

If you wish to apply for this position, please submit your application online through the link below;

<https://forms.gle/QtZVnywwwow4w5rzY9>.

Deadline for applications is **Friday 7th January, 2022**

Windle International – Kenya selection processes reflect our commitment to equal opportunity regardless of one's gender, disability, religion or ethnic affiliation. We work in schools and are committed to safeguard children from abuse.

Phyllis Mureu
Executive Director
23rd December 2021