

JANUARY 10, 2025

**DRIVER (1 POSITION)**

# DEPARTMENT: SUPPLY CHAIN MANAGEMENT

# BASED AT: ****PSIU HEAD OFFICE****

**REPORTS TO**:  **FLEET SUPERVISOR**

**START DATE: FEBRUARY 2024**

## WHO WE ARE

Population Services International (PSI) Uganda is a public health international non-profit organization that works to improve the health and lives of Ugandans. By approaching care from the consumers’ perspective, PSI Uganda provides life-saving information, products, and services to tackle some of the country’s most pressing health problems so that people can lead healthier, happier, and more productive lives. Using the market development approach and targeted social behavior change, PSI Uganda works to shift policy and funding, shape mixed health systems, and strengthen the public and private health sector across the country. Our work complements that of our line ministry, the Ministry of Health (MoH) and other implementing partners. Our origins in sexual and reproductive health (SRH) have grown into a broader mission. For the past two decades, we have implemented various programs in maternal and child health, urban health, HIV/AIDS, WASH, malaria, digital health, social business, supply chain management of health commodities, among others. Increasingly, we work with consumers, local communities, market actors (private sector) and the Government of Uganda (through the MoH) to diagnose problems together, generating insights to design solutions that strengthen Uganda’s healthcare system for the long term.

**Join us!**

We are looking for a suitable candidate to take on the role of **Driver.**

This position will carry out the operational and preventive maintenance of PSI vehicles to support the

delivery of services to PSI Customers in line with the departmental mission.

Uganda

**Your contribution**

1. Maintain assigned vehicles under road worthy condition in line with PSI and National requirements to reduce on the rate of wear and tear (devaluation due to use) for an effective length of service.
2. Transport staff and authorized person(s) to a required destination and back.
3. Transport and deliver PSI mails or goods to the specified destinations while operating and parking vehicles with maximum security of supplies to minimize losses and damage to PSI property while in transit.
4. Update trip movement records and account for funds spent on driving operations in line with PSI Accounting procedures.
5. Maintain the cleanliness of the vehicle and the image of PSI to the public in line with the organizational requirements and the Uganda road safety guidelines.
6. Any other duty assigned by the supervisor.

**What are we looking for?**

* O. Level education and above.
* A valid/clean driving permit with not less than three years’ experience; classes B, CM, and DL.
* 1 years’ work experience as a driver; safe driving record; knowledge of driving rules and regulations and skills in minor vehicle repair

**Key competencies**

* Working knowledge of the rules and regulations involved in the safe and efficient operation of automotive equipment.
* Defensive driving skills training a MUST
* Basic knowledge of computer especially Microsoft Word and Excel
* Ability to work in a team and good communication skills fluent in English
* Ability to work under pressure and minimum supervision
* Knowledge of basic automotive maintenance procedures.
* Ability to operate a van or small bus.
* Result focused
* Develop Others
* Drive change and Innovation
* Customer service Orientation

## The Candidate we hire will embody PSI’s corporate values:

* **Measurement**: Evidence, research. metrics and evaluation inform our choices.
* **Pragmatism:** We strive for excellence, but useful and timely are better than perfect
* **Honesty:** We act with integrity, share what we achieve, and admit when we fail
* **Collaboration:** Active partnering drives impact
* **Trust:** We have confidence in our people to make good decisions
* **Commitment:** We build local capacity and programs that last.

Prospective candidates are kindly requested to complete the application form available at

[*https://psiu.hrmagic.co/careers*](https://psiu.hrmagic.co/careers) *and attach the following;*

1. Updated Curriculum Vitae
2. Cover letter with inclusion of your salary expectation
3. Certified academic documents

**Please note, that all attachments should be in PDF format.**

**The deadline for receiving applications is Friday, January 24th, 2025.**

**Applications received will be reviewed on a rolling basis, so we encourage you to submit your application as soon as possible.**

**Only shortlisted candidates will be contacted.**

*PSI is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of actual or perceived race, religion, color, sex, age, national origin, disability, sexual orientation, marital status, personal appearance, matriculation, political affiliation, family status or responsibilities, gender identity or expression, pregnancy, childbirth, related medical conditions or breastfeeding, genetic information, amnesty, veteran, special disabled veteran or uniform service member status or employment status.*

***Please note PSI Uganda does not solicit funds during any recruitment process.***

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