



**KENYA MEDICAL RESEARCH INSTITUTE
VACANCY ANNOUNCEMENT**

Opening date: May 28th 2019

Closing date: June 12th 2019

Program description: One Health Research Group is a collaboration between Kenya Medical Research Institute (KEMRI), Washington State University (WSU), Food and Agriculture Organization (FAO) and United Nations International Children's Emergency Fund (UNICEF) It is in this mandate that the program is seeking a highly motivated and pro-active individual to fill in the following vacancy for the Livestock for Health Project (L4H) based in **Marsabit County**.

POSITION: Project Driver

JOB GROUP: MR 4

LOCATION: Marsabit (Laisamis Sub-County)

REPORTS TO: Project Coordinator

Job Summary:

This job exists to facilitate movement of goods, research materials, study participants clients or staff from one point to another as authorized to enhance research activities and smooth running of operations in the organization in achievement of its objectives.

Requirement:

Academic:

Kenya Certificate of Secondary Education (KCSE) with a mean grade D+ from Kenya National Examination Council (KNEC)

Technical:

Suitability Test for Drivers Grade III conducted by the Ministry of Roads and Public Works;

Knowledge of skills required to perform a variety of manual tasks.

Knowledge of relevant legislation-National Transport and Safety Authority (NTSA) rules.

Computer literacy.

Others:

- **MUST** be a resident of Marsabit County.
- **MUST** speak the local language (Rendille/Samburu)
- Certificate of Good Conduct from Criminal Investigation Department (CID)
- Three (3) years of experience.
- Ability to work under pressure.
- Valid driving license.

Specific duties and responsibilities:

- Transport research materials, study participants and members of staff from one location to another for efficiency in meeting the project or Institute objectives and achieve the set time lines.
- Ensure the security and safety of goods and passengers during transit to avoid loss, damage and maintain the integrity of materials being transport
- Carry out routine checks of assigned vehicle to ensure proper maintenance in terms of cleanliness and report effects or malfunctions for proper management and further action.
- Maintain an up to date work ticket through proper recording of the mileage, destination and time for accountability and control of the movement of vehicle assigned.
- Report any incidents or accidents to the relevant authorities to inform further action.

Applications MUST include the following:

- Letter of Application
- Current Curriculum Vitae with telephone number and e-mail address
- Letters of reference from referees
- Copies of Certificates and transcripts

TERMS OF EMPLOYMENT: Contract for 1 year renewable as per KEMRI scheme of service. Probation is the first 3 months. Remuneration: Compensation is negotiable within the stated grade, relevant experience and demonstrated competency.

Applications are due no later than: June 14th 2019 to: personnel@kemri.org

Subject line: APPLICATION FOR MARSABIT PROJECT DRIVER POSITION

KEMRI IS AN EQUAL OPPORTUNITY EMPLOYER; WOMEN AND DISABLED PERSONS ARE ENCOURAGED TO APPLY. KEMRI AND DOES NOT CHARGE A FEE AT ANY STAGE OF ITS RECRUITMENT PROCESS INCLUDING APPLICATION, INTERVIEW MEETING AND PROCESSING OF OFFER LETTER. IF ASKED FOR A FEE, REPORT SUCH REQUEST IMMEDIATELY.

Only short-listed candidates will be contacted.

