



Kingdom of Lesotho

MINISTRY OF WATER

LESOTHO LOWLANDS WATER DEVELOPMENT PROJECT PHASE II

Date: 10 February 2020

VACANCY ANNOUNCEMENT

BACKGROUND INFORMATION

The Government of Lesotho, through the Ministry of Water, is the process of establishing a Project Implementation Unit (PIU) to oversee implementation of the Lesotho Lowlands Water Development Project Phase 2 (LLWDP-II). The main objective of LLWDP-II is to provide access to water supply and sanitation services, and improve reliability and sustainability of water supply in Zones 2&3 (Hlotse and Maputsoe) in the North of Lesotho, and Zones 6&7 (Mafeteng and Mohale's Hoek) in the South.

The Project requires the services of suitably qualified Lesotho Nationals to fill the position of **Driver** (2 vacancies to be filled).

JOB PURPOSE

To operate assigned LLWDP-II vehicles in a safe and reliable manner, ensuring the safety and timely delivery of passengers, vehicle and loads/goods, and any other related responsibilities that may be reasonably assigned from time to time.

OVERALL DUTIES AND RESPONSIBILITIES

1.0 CHECKING THE VEHICLE CONDITION AND CLEANLINESS

- 1.1 Maintains the vehicle's operating conditions and its cleanliness both interior and exterior.
- 1.2 Checks engine oil, water, petrol, lights, mirrors, tyres and speedometer before beginning each journey to ensure that the vehicle is in good condition.
- 1.3 Checks on regular basis that anti-theft devices are operative all the time.
- 1.4 Reports any defects detected on the vehicle and takes the vehicle for service.
- 1.5 Retrieves the LLWDP-II broken down vehicles and safely tow to appropriate places

1.0 MAINTENANCE OF THE LOG BOOK AND TRANSPORT REQUISITION FORM.

- 1.1 Records mileage readings before and after completion of a journey, in the log book.
- 1.2 Checks on regular basis requests of transport.

3.0 TRANSPORTATION OF STAFF AND VISITORS

- 3.1 Transports staff and visitors to prescribed destinations
- 3.2 Assists passengers when entering and leaving the vehicle to ensure their safety.

4.0. DELIVERY OF MAIL, MESSAGES AND DOCUMENTS

- 4.1 Collects mail from the post office and posts outgoing mail.
 - 4.2 Carries messages and documents to prescribed destinations
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5.0. JOB SPECIFICATION

- 5.1 At least Standard 7 **plus** ten years related work experience.
- 5.2 Should be in possession of a valid **Driver's license**.
- 5.3 Must have a clean Driver's license or record
- 5.4 Experience working in the water sector will be an added advantage

6.0. KEY COMPETENCIES

- 6.1 Should be able to speak English to communicate with the LLWDP-II staff and its stakeholders.
- 6.2 Driving experience in the mountains rural and urban areas
- 6.3 Ability to read and interpret road signs in English
- 6.4 Basic knowledge of automotive maintenance
- 6.5 Basic first aid provisions
- 6.6 Human and public relations skills.

Terms of the Assignment and Duration

Successful candidates shall be engaged on a full-time basis for maximum period of sixty (60) months, with initial term of two (2) years renewable based on acceptable performance.

Submission of Applications

All applications accompanied by a detailed CV and certified copies of educational certificates should be emailed to nkhotha@gmail.com or hand delivered to the address below **on or before Friday the 21st February 2020 at 1200hrs.**

Lesotho Lowlands Water Development Project-Phase II
House No. 1, Tona-Kholo Road
Maseru West,
Maseru

For further details, contact the Human Resource and Admin Manager at +266 62555667

Disclaimer: Only shortlisted candidates will be contacted