

Driver I, Grade – AD 4 at Kibabii University College

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Company: JobWebKenya

Location: Kenya

Category: transportation-and-material-moving

Job Description

Kibabii University is a public university in Kenya located in Bungoma County along Bungoma-Chwele highway.

Requirements for Appointment

For appointment to this grade, an officer must have:-

A valid driving license free from any current endorsement(s) for class (es) of vehicle(s) an officer is required to drive;

Served in the grade of Driver 11 Grade 3 or in a comparable position for a minimum period of three years;

Passed the Occupational Trade Test Grade 11

Public Service Vehicle (PSV)

Defensive driving certificate from Automobile Association (AA) of Kenya or its equivalent qualifications from a recognized institution;

A fresher course for drivers lasting not less than one week every three years from a recognized institution;

A valid Certificate of Good Conduct from the Kenya Police; and

Attended a First-Aid Certificate course lasting not less than one week from a recognized institution; and

Demonstrated merit and ability in driving and maintenance of vehicles

Duties and Responsibilities:-

Driving a motor-vehicle as authorized

Carrying out minor mechanical repairs;.

Security of the vehicle on and off the road;

Safety of passengers and /or goods therein;

Maintaining cleanliness of the assigned vehicles and carrying out routine checks the vehicle's cooking, oil, technical and break systems, tyre pressure;

Carrying out minor repairs including oiling and greasing;

Detecting and reporting malfunctioning of vehicle systems;

Maintenance of work tickets for vehicle assigned

Ensuring the vehicle has the necessary documentation; and

Ensuring the vehicle has relevant repair tools and serviced on time.

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