

Driver IV, Grade – AD 1 at Kibabii University College

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Company: JobWebKenya

Location: Kenya

Category: transportation-and-material-moving

Job Description

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

Requirements for Appointment

For appointment to this grade, a candidate must have:-

A Kenya Certificate of Secondary Education (KCSE) mean grade D+ (plus) equivalent qualification from a recognized institution;

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

Attended a First-Aid Certificate Course lasting not less than one week from John Ambulance or Kenya Institute of Highways and Building technical (KIHBT) or any other recognized Institution;

Passed Occupational Trade Test for Drivers Grade ;

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

Atleast three year driving experience.

Duties and Responsibilities:

This is the entry grade for this cadre. Duties and responsibilities at this level will entail:

Driving a motor vehicle as authorized;

iCarrying out routine checks on the vehicles cooking, oil, electrical and brake system tyre pressure;

Carrying out minor repair including oiling greasing;

Detecting and reporting malfunctioning of vehicle systems;

Maintenance of work tickets for vehicles assigned;

Ensuring Security and safety for the vehicle on and off the road.

Ensuring safety of the passengers and/or goods therein;

Ensuring the vehicle has the necessary documentation;

Maintaining cleanliness of the vehicle; and

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

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