

## Driver, NMC Grade 9 at National Mining Corporation (NMC)

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Company: JobWebKenya

Location: Kenya

Category: transportation-and-material-moving

### Job Description

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Mission To sustainably invest in Mining and Mineral Resources Development in Collaboration with stakeholders for Kenya's Socioeconomic prosperity Vision A leading corporation in sustainable mineral resources Development and Investment in Africa and beyond Core Values Patriotism Integrity Professionalism Who we are Organization Structure Responsiveness Respect Accountability Mandate NMC's Mandate is spelt out in the Mining Act, , Mining (State Participation) RegulNational Mining Corporation (NMC)ations, and the Mining (Strategic Minerals) Regulations, as to: a. Engage in strategic mineral prospecting, mining, and any other activities related strategic minerals; b. Engage in mineral prospecting and mining, and any other related activities; c. Invest on behalf of the national government; d. Acquire by agreement or hold interests in any undertaking, enterprise or project associated with the exploration, prospecting and mining; e. Acquire shares or interest in any firm, company or other body of persons, whether corporate or unincorporated, which is engaged in the mining, prospecting, refining, grading, producing, cutting, processing, buying, selling or marketing of minerals; and f. Carry on its business, operations and activities whether as a principal-agent, contractor or otherwise, and either alone or in conjunction with any other persons, firms or bodies corporate.

### Advert Ref

**ADVERT NO. NMC /23**

**Duties and responsibilities will entail:**

Driving a motor vehicle as authorized;

Carrying out routine checks on the vehicle's cooling, oil, electrical and brake systems, tyre pressure;

Carrying out minor repairs including oiling and 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; and

Maintaining cleanliness of the vehicle.

### **Job Specification**

#### **For appointment to this grade, an officer must have:**

Kenya Certificate of Secondary Education (KCSE) or its equivalent qualification from a recognized institution;

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

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

Passed Practical Test for Drivers;

Proficiency in Computer applications; and

Fulfilled the requirements of chapter six of the Constitution.

#### **Key Competencies and Skills:**

Good interpersonal skills

Teamwork

Communication Skills

Driving Skills

Supportive

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