



FHI 360 Nepal Vacancy Announcement

FHI 360, an international NGO, is currently recruiting qualified and experienced Nepali citizen for the following position to join its team:

DRIVER – Kathmandu-based

The Driver is responsible to drive FHI 360 vehicle and ensure that the vehicle is in proper condition. S/he should ensure cleanliness of the vehicle on daily basis and oversee routine maintenance and servicing of the vehicle.

Key Responsibilities

- Drive FHI 360 vehicle in Kathmandu and to project field sites.
- Ensure vehicle is in proper condition.
- Maintain vehicle log book regularly.
- Deliver FHI 360 mails and parcels as necessary.
- Report vehicle problem immediately to the supervisor.

Minimum Requirements

- Valid driving license.
- 3-4 years of driving experience.
- Previous experience of working in I/NGO will be preferred.
- Knowledge of vehicle machines and parts.
- Ability to read and write in Nepali and simple English is desirable.
- Willingness to travel outside the valley as required.
- Completed secondary level of education.
- Proven employment record in similar position.

Duration: One year of contract with possibility of extension.

Please send your resume, application cover letter and a copy of citizenship to Nepal.recruitment@fhi360.org or <https://www.fhi360.org/careers> or submit hard copy to FHI 360 Nepal office, Baluwatar.

Final deadline for application is **5:00 p.m. July 19, 2018**.

Only short-listed candidates will be invited for test and interview. Any effort to influence the selection process will result in disqualification.