



**FHI 360 Nepal Office  
Vacancy Announcement**

FHI 360 is a global organization that mobilizes research, resources, and relationships so people everywhere have access to the opportunities they need to lead full and healthy lives. With collaborations in over 60 countries, we work directly with local leaders to advance social and economic equity, improve health and well-being, respond to humanitarian crises, and strengthen community resilience. We share data-driven insights and scalable tools that expand access and equity so communities can effectively address complex challenges, respond to shocks, and achieve thriving futures.

FHI 360 has been working in Nepal since 1993. Together with the Government of Nepal (GoN), civil society, and the private sector, FHI 360 works collaboratively in the areas of HIV, family planning (FP)/reproductive health (RH), health security and one health, nutrition, COVID-19 response, procurement, and supply chain management, local capacity strengthening, civil society and media strengthening, governance reform, and the environment and climate change. FHI 360 requests applications from interested and qualified individuals for short-term assignment as follows:

**Driver**

**Key Responsibilities**

- Drive National Center for AIDS and STD Control (NCASC) vehicle across the country as per the distribution plan.
- Ensure vehicle is in proper operation and good condition.
- Clean and maintain vehicles daily and oversee routine maintenance and services.
- Maintain vehicle logbook regularly.
- Deliver NCASC mail and parcels, as necessary.

- Report vehicle problems immediately to the concerned reporting person at NCASC.
- Other duties assigned from NCASC.

### **Qualifications**

- Secondary education or equivalent with 3 to 4 years of driving experience.
- Valid driving license.
- Knowledge of vehicle machines, parts, and basics of maintenance.
- Willingness to travel outside the valley as required.

### **How to Apply**

Interested and qualified individuals with **relevant academic qualifications as well as experience and expertise in the relevant field** are requested to use the link below for the application. The application deadline is **January 28, 2024**.

[Application link](#)

***Only short-listed candidates will be invited to participate in an assessment process. Any effort to influence the selection process will result in disqualification.***