



Position Title: Mobile Clinic Drivers (*multiple positions*)

Reports to: Admin Officer
Employment Type: Full-time
Job Location: Mwanza
Travel: Approximately 80% in intervention districts outside of job location

Overall Job Function:

The Mobile Clinic Driver will be responsible to drive the ICAP Mobile Clinic in the most efficient, safest, and professional way possible providing services to staff and its clients. S/he is in charge of the truck ensuring all the installed equipment are safely preserved.

Specific Responsibilities and Duties:

- Drive long distance with ICAP staff when required and adhere to the SOPs, rules and regulations.
- Ensure that the truck is always clean and in good order and all the documentation (e.g. insurance and road license) are up to date.
- Perform routine truck inspection and maintenance including checking oil, fuel, brakes, lights, windshield wipers, waters and tire pressures.
- Keep track of maintenance record of the truck to ensure that service schedule is adhered to and to remind the supervisor in advance when truck's service is due.
- Provide information and other general assistance to the ICAP staff and its clients.
- Maintain records of work performed and fill all necessary forms, make timely reports of accidents, incidents, and unusual occurrences.
- Ensure necessary steps are taken as required by rules and regulations in case of involvement in an accident.
- Abide to all ICAP rules and regulations.
- Perform any other tasks assigned by the supervisor.

Qualifications, Knowledge and Skills:

- **Required Experience/Certifications:** Must have minimum 5 years' experience driving semitrailer vehicles. Must have valid and current license in category class for driving semitrailers. PSV Certificate from the National Institute of Transport (NIT) is required.
- Good interpersonal skills and the ability to communicate effectively
- Ability to interact with a diverse team and interact well with all beneficiaries, health care workers, and volunteers by facilitating a non-judgmental, non-discriminatory, and non-stigmatizing environment in the program, and to welcome all clients regardless of their background.

To apply please visit: [Global Careers - ICAP at Columbia University](#)