



Terms of Reference

Job Title	Driver
No. of Slots	1
Section/Division	Panbang, CR

Accountabilities/Responsibilities

- ✓ Drive/operate the vehicle in a manner that is safe, reliable and efficient.
- ✓ Transport passengers or goods safely to their destination.
- ✓ Observe and comply with all road safety regulations, health and safety regulations, BCTA Acts and RGoB rules and regulations.
- ✓ Carry out minor repairs and maintenance of the vehicle on a routine basis.
- ✓ Report to the immediate supervisor of any vehicle faults and necessary repairs.
- ✓ Maintain log book, movement orders, etc on a daily basis and renew all necessary documents on time.
- ✓ Keep the vehicle clean and tidy at all times.
- ✓ Personal presentation, especially when transporting passengers must be clean, tidy and professional at all times.
- ✓ Any other tasks assigned by Supervisor in the best interest of the Company.

Eligibility Criteria:

- Minimum CL-VI pass with five years of driving experience
- Must be below 40 years of age.