



**INTERNATIONAL INSTITUTE OF TROPICAL AGRICULTURE (IITA)
INTERNAL & EXTERNAL ADVERTISEMENT**

Ref: IITA-HR-NRS2020-028	Position: <ul style="list-style-type: none">• Driver III
Location: Ibadan	Recruitment Type: National (2-year renewable contract)
Date Posted: 18 November 2020	Closing Date: 2 December 2020

The International Institute of Tropical Agriculture seeks suitable applicants for the position below at the Institute's Headquarters in Ibadan:

Position: Driver III

Contract: 3-year renewable contract

Location: Ibadan

DUTIES:

- Perform necessary cleaning and washing of clinic vehicle and ambulance;
- Drive and maintain the clinic vehicle and ambulance in state of readiness;
- Convey and serve as liaison person between patients and hospitals when referred;
- Pick up vaccinations from designated places in town;
- Facilitate the movement of correspondences and medical exigencies to respective/assigned medical facilities;
- Collate, collect and distribute correspondence within and outside IITA;
- Participate in giving first aid treatment in case of emergency and during institute-wide sport activities;
- Participate in registration of patients and other administrative correspondence;
- Perform any other duties as may be assigned by the Supervisor.

QUALIFICATION:

National Diploma certificate in related field with a minimum of five (5) years' experience performing similar or related role with possession of valid driver's license.

COMPETENCIES:

The ideal candidate must have:

- Be versatile in driving various automobiles in country roads.
- Be able to follow instruction and work independently where necessary.
- Be able to communicate fluently.

REMUNERATION:

We offer highly competitive salary with equally attractive benefits and excellent working conditions in a pleasant campus environment.

METHOD OF APPLICATION:

Interested applicants should complete the online application attaching detailed cover letter and curriculum vitae saved with their names in Microsoft word format to IITA website: <http://jobs.iita.org/erecruit> no later than Two Weeks from the date of this publication. The application must include the names and e-mail addresses of three professional referees which must include the applicant's current or previous direct Supervisor, professional colleague and evidence of current remuneration package.

IITA is an equal opportunity employer and is committed to building a diverse workforce. While all applications will be acknowledged, please note that only shortlisted candidates will be contacted.