



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

Ref: IITA-HR-NRS2022-011	Position: <ul style="list-style-type: none">• Driver
Location: Ibadan	Recruitment Type: National (2, 3-year renewable contract)
Date Posted: 20 July 2022	Closing Date: 3 August 2022

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

Position: Driver

Contract: 3-year renewable contract

Location: Ibadan

DUTIES:

- Carry out driving duties as instructed by the supervisor
- Drive vehicles within and outside Ibadan to transport materials and supplies including out of hours, weekends and or public holidays as required.
- Record all vehicle logbooks.
- Reports potential mechanical faults on vehicles as soon as they are discovered.
- Perform routine vehicle maintenance checks and ensure that all vehicles are fueled daily.
- Liaise with FMS workshop to ensure prompt servicing of vehicle as at when due.
- Ensure safety of vehicle and goods and assist in imprest purchases.
- Perform any other job-related task as may be assigned by the Supervisor.

QUALIFICATION:

O'level with valid professional driver's license (Class E) with a minimum of three (3) years' experience performing similar role in a well-structured environment.

COMPETENCIES:

The ideal candidate must:

- Have sound mind, high integrity, good interpersonal and communication skills (oral and written).
- Have ability to adhere to instruction, calm and ready to work, non-egocentric attitude and effective time management skill.
- Ability to manage pressure, prior knowledge of material handling tool and knowledge of material handling tools and basic supply chain duties.

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, particularly welcoming applications from women. While all applications will be acknowledged, please note that only shortlisted candidates will be contacted