



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

Ref: STS2022-016	<b>Position:</b>
	• <b>Driver</b>
Location: Abuja	Recruitment Type: STS- National (6-months renewable contract)
Date Posted: 9 September 2022	Closing Date: 16 September 2022

The International Institute of Tropical Agriculture on behalf of AfricaRice seeks suitable applicants for the position below at the Institute's station in Abuja.

The Africa Rice Center (AfricaRice) is a leading pan-African rice research organization committed to improving livelihoods in Africa through strong science and effective partnerships AfricaRice is a CGIAR Research Centre. It is also an intergovernmental association of 28 Africa member countries, with headquarters in Cote d'Ivoire.

**Position: Driver**

**Duration: 6 months' renewable**

**Location: Abuja**

**DUTIES:**

- Drive vehicles within and outside Abuja.
- Liaise with insurance officer to ensure that vehicle documents are valid and up to date.
- Record trip details in the vehicle log book and carry out routine vehicle maintenance checks.
- Ensure all project vehicles are well maintained, clean, and ensure adequate kitting (tools, medical box and accessories).
- Liaise with workshop to ensure prompt servicing of vehicle as at when due.
- Ensure courteous and prompt attention to passengers' needs while being conveyed, ensure safety of vehicle and passengers property.
- Perform any other job-related task as may be assigned by the Supervisor.

**QUALIFICATION:**

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

**COMPETENCIES:**

The ideal candidate must:

- Have good communication skill (writing, reading and speaking)
- Have ability to work with minimum supervision and good driving skills.

**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 One Week 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***