

Driver

Rivercess, Liberia | Full Time

ABOUT LAST MILE HEALTH

Last Mile Health's mission is to save lives in the world's most remote communities. We aim to deliver high-quality primary health services to more than one million people living in the most remote communities by partnering with governments to deploy, sustain, and manage national networks of community health professionals. As part of its recovery effort after the end of the Ebola outbreak, the Liberia Ministry of Health has prioritized launching a national community health workforce able to prevent, diagnose, and treat the most life-threatening health conditions. Working side-by-side, LMH and the MOH are designing and implementing a national roll-out of a network of community health workers to stretch the country's primary health services to the most rural communities to improve maternal and child health and serve as a front-line response for future outbreaks. We envision a world in which there is a health worker for everyone, everywhere, every day.

Last Mile Health is a registered 501(c) 3 non-profit organization with offices in Liberia, Boston and New York. For more information, visit www.lastmilehealth.org.

GENERAL POSITION SUMMARY:

The Driver provides reliable and courteous transportation service to LMH staff with safety as a top priority. The driver is in constant communication with site management and staff regarding vehicle movement, maintenance and repair needs, and suggestions for better travel. The driver will be flexible, as working hours may vary from week to week.

ESSENTIAL JOB FUNCTIONS:

- Drive LMH vehicles in and out of assigned sites, arriving at destinations safely, following safety protocol and ensure staff and guest compliance to safety protocol while in vehicle, including ensuring that non-employees who want to ride on a LMH vehicle or motorbike sign a waiver form before riding and after approval from operations management, and appropriately loading and offloading vehicles.
- Maintain accurate, up-to-date records on trip sheets including the log book, customer transportation forms, vehicle maintenance, fuel needs and purchases, incident reports, accident reports, vehicle condition reports and other records that are requested by the Logistics Officer.
- Report any major problem (e.g. accident or need for repair) of a vehicle or motorbike immediately upon arrival to your supervisor and fill out appropriate report
- As far as your skills allow, aid mechanics to ensure the good maintenance of the vehicle and motorbike fleets.
- Wash the vehicle assigned to you inside and outside. After a trip clean it as needed.
- Perform other tasks as required by the situation or supervisor

KNOWLEDGE AND EXPERIENCE:

- High school education or 2 years' relevant work experience
- Previous experience employed as a driver
- Capacity to work both independently and with close supervision
- Basic literacy, numeracy, and capacity to use phones/tablets

Knowledge of how to ride motorbikes alone in difficult terrain, and detailed knowledge and experience of the geography of the assigned county

Reports directly to: Logistics Officer

Location: Cestos, Rivercess

Instructions to apply: Please submit your resume and cover letter via email to hrliberia@lastmilehealth.org . Deadline for submission of applications is February 16, 2017