Title: Mechanic Driver  
**Location:** IMPACT Office-Nanyuki  
**Duration:** One-year Contract  
**Start date:** As soon as possible

### Background Information

Indigenous Movement for Peace Advancement and Conflict Transformation (IMPACT) is a non-governmental organization founded in 2002 and registered as a Trust in 2003. We operate in the Northern Kenyan counties of Laikipia, Isiolo, Samburu and Marsabit among the pastoralist’s groups. IMPACT is seeking to fill in the position of a Mechanic Driver as outlined below.

### Summary of the Job

Under the direct supervision of the Finance and Administration the Driver/Mechanic is responsible to drive IMPACT TRUST vehicles and provide general maintenance, convey staff to field sites and various destinations as required, and travel extensively across Northern Kenya.

### CORE DUTIES:

- Operate IMPACT vehicles in a safe and courteous manner and strictly obeys traffic rules.
- Transport staff, volunteers, and official visitors to authorized destinations.
- Observe good safety and security practices for passengers.
- Maintain accurate mileage logs for each trip taken.
- Do safety checks and maintain the vehicle in safe and clean operating condition, including cleaning of vehicles.
- Report all vehicle safety problems and accidents promptly. Repair IMPACT vehicles where necessary.
- Do general maintenance services including but not limited to changing oil, changing transmission fluids, tune-ups, change tires and brakes.
- Carry out administrative tasks while in office and any other duties that might be assigned.
Qualifications and Experience

➢ Minimum K.C.S.E. certificate or its equivalent
➢ Possess a clean and valid driving license class B/C/E.
➢ Mechanic knowledge and ability to maintain vehicles in good working condition.
➢ At least three years of driving and or mechanic experience.
➢ Driving and or mechanic experience with an NGO is an added advantage.
➢ Appreciable level in both spoken and written English.
➢ Knowledge of general vehicle maintenance.
➢ Knowledge and experience of road conditions in Northern Kenya
➢ Ability to plan vehicle maintenance for such road conditions.
➢ Demonstrate accuracy in filling out paperwork.
➢ Ability to meet and interact with public and employees with tact, courtesy and discretion.
➢ Willingness to work in emergency situations and during odd hours, weekends and holidays when required.

To apply: If your profile matches the above job specifications, please send your application including a CV, other credentials, a day time telephone number and names of three referees to reach us by close of business on Tuesday, 14th January 2020 to email addresses: impactkenya2002@gmail.com / olekaunga@yahoo.com Addressed to: Human Resource IMPACT TRUST, P.O Box 499-10400 Kio Building, Kimathi Road-Nanyuki.

Or

By hand delivery at IMPACT TRUST Head Office-Kio Building 4th floor Room 417. Kimathi Road-Nanyuki.

Salary: Will be discussed during the interview and further on full engagement.

IMPACT TRUST is an equal opportunity employer. The position will be filled as soon as a well-qualified person is identified. Only qualified candidates will be contacted.