

# The National University Of Lesotho



## EXTERNAL VACANCY

<b>POST NO.</b>	<b>2540</b>
<b>DEPARTMENT</b>	<b>CAMPUS SERVICES (TRANSPORT SECTION)</b>
<b>LOCATION</b>	<b>NATIONAL UNIVERSITY OF LESOTHO</b>

The National University of Lesotho invites applications from suitably qualified candidates for the position of Commuter Bus Driver. An applicant **must** be ready to reside in Roma Valley within the radius of 3km from the campus.

### **1.0 MINIMUM QUALIFICATIONS AND REQUIREMENTS:**

- Code EC as per SADC ranking (heavy duty licences);
- Six years' experience as a driver;
- Public driver's licence;
- J.C. or equivalent;
- Defensive/professional driving certificates will be added advantage;
- **AGE:** Interested candidates age should be in the range of 35 to 45 years old

### **2.0 DUTIES AND RESPONSIBILITIES:** Answerable to CTO Transport with the following specific assignments:

- Main duty will be to drive the commuter bus/and other NUL vehicles to transport NUL staff to work from Roma to Maseru and back to Roma where the vehicle shall be parked for overnight.
- Drive NUL vehicles in Roma Campus or its sister campuses;

- Transport University staff and students on official duties to different destinations both locally and internationally i.e. outside borders of Lesotho;
- Responsible for keeping the university vehicles physically clean and out of accidents;
- Ensure that NUL vehicles are properly checked (Inspection of each vehicle) i.e. check oil, water, petrol etc before taking any trip in or out of campus;
- Custodian of tools and equipment for NUL vehicles e.g. spare wheel, spanners jacks triangle etc;
- Check NUL vehicles for necessary repairs and preparing maintenance requisitions.

#### **COMPETENCES:**

- Must be able to work even after normal working hours inside and outside the country and must be physically fit and must exercise extreme vigilance;
- Must be able to speak fluently both English and Sesotho as the main mode of communication;
- Must be able to work under minimal supervision and must possess a high degree of confidentiality;
- Must be a person of sober habits.

#### **REMUNERATION:**

The University offers salaries and other benefits commensurate with qualifications and experience.

#### **INFORMATION REQUIRED FROM CANDIDATES:**

The University offers salaries and benefits commensurate with qualifications and experience.

- (a) Application letters should state relevant qualifications and experience and provide other information that will assist the University to determine the candidate's suitability for the position.
- (b) Applicants should **quote** the vacancy number of the post applied for;
- (c) Provide current CV's (including telephone, telefax and e-mail).

- (d) Provide **names** and **contact details** of three (3) professional references from Lead Consultants, Project Managers and Employers (current or previous).
- (e) Comprehensive curriculum vitae, certified copies of educational certificates and transcripts.

Applications should be hand delivered OR post to:

The Director - Human Resources  
National University of Lesotho  
P.O. Roma 180 Lesotho  
Southern Africa

***The closing date for receiving full applications for the position is 28<sup>th</sup> November, 2019.***

***DISCLAIMER: Applicants who do not receive any response within three months after the closing date must consider their application unsuccessful.***