

## Vacancy Announcement

**POSITION: Light Duty Driver (Fixed Term - 4)**

**LOCATION: Yekepa/Tokadeh – Nimba County**

### PRIMARY FUNCTION OF JOB

Drive a truck or van with a capacity of under 3 tons, primarily to transport staff, deliver or pick up material or to deliver packages within a specified area. May load and unload truck.

### MAJOR DUTIES OF JOB HOLDER:

#### Main Responsibilities:

- Drive vehicles with capacities under three tons in order to transport materials to and from specified destinations such as railroad stations, mine, plants, residences and offices, or within industrial yards.
- Inspect and maintain vehicle supplies and equipment, such as gas, oil, water, tires, lights, and brakes in order to ensure that vehicles are in proper working condition.
- Load and unload trucks, vans, or automobiles.
- Obey traffic laws, and follow established traffic and transportation procedures.
- Maintain records such as vehicle logs, records of cargo/load in accordance with regulations.
- Perform emergency repairs such as changing tires or installing light bulbs, fuses, tire chains, and spark plugs.
- Present receipts for goods delivered or loaded, and report any mechanical problems encountered with vehicles.
- Report delays, accidents, or other traffic and transportation situations to bases or other vehicles, using telephones or mobile two-way radios.

#### Education Requirements for this position (Formal qualifications)

#### Essentials

- *High School education*
- Must understand/have some basic Light Vehicle Maintenance tasks such as oil change, fuel an radiator fluid or performing minor repairs
- Knowledge of Mining practices
- Good communication skills, both written and oral
- *Must have a valid Liberian driver's license*
- Minimum 3 to 5 years experience within the Mining industry and or environment

**To apply:**

Please submit your letter of application along with your Curriculum Vitae as well as copies of your academic credentials to [Liberia.jobs@arcelormittal.com](mailto:Liberia.jobs@arcelormittal.com) or at the Security Gates/Desk in Yekepa and Buchanan.

All Envelops or Email subject should be marked with the position you are applying for.

***Deadline for receipt of applications: March 22, 2018 at 5:00 p.m.***

**Please note the following:**

- Only short-listed candidates will be contacted  
FEMALE APPLICANTS ARE HIGHLY ENCOURAGED TO APPLY