



Centre for Microbiology Research
KEMRI- RCTP

VACANCY ANNOUNCEMENT

Opening Date: September 18, 2023

Background Information

The Kenya Medical Research Institute (KEMRI), in collaboration with the University of California, San Francisco through an NIH funded grant set up a Study, SEARCH-SAPPHIRE trial, aimed at piloting HIV treatment and prevention interventions with the goal of further reducing HIV incidence following the successes recorded in the SEARCH trial.

The study is ongoing, conducted in Homabay and Migori counties and it's seeking highly motivated and qualified candidate to fill up the Study Driver position as outlined below.

Position: Driver (1 Position) KMR/10 Vacancy No. FN-04-09-2023

Reports to: Administrator

Locations: Suba/Rongo

Duration: 9 Months

Qualifications

- i. O-Level School Certificate Grade D+ and above.
- ii. Valid Driving License class BCE
- iii. Certificate of defensive Driving Course.
- iv. Current Certificate of Good conduct
- v. Below 45 years of age.
- vi. At least five years proven experience in handling manual land cruiser vehicles
- vii. Basic Automotive Mechanical skills and sound knowledge about vehicles
- viii. Suitability test certificate from Ministry of Roads and public
- ix. Good knowledge of traffic laws
- x. Good eyesight; natural or corrected

Duties and Responsibilities

- i. Understanding the study design and objectives to assist in the successful implementation of the study
- ii. Safely driving the vehicles as assigned
- iii. Ensuring compliance to the road traffic act
- iv. Carrying out daily routine checks on the vehicle before driving out
- v. Ensuring maximum security of vehicle and its accessories under his/her charge
- vi. Ensuring safety of passengers and cargo under his/her charge
- vii. Monitoring condition and performance of vehicle and promptly reporting to supervisors
- viii. Carrying out minor repairs and adjustments on the vehicle, and maintaining their cleanliness
- ix. Taking vehicle for servicing and repairs as directed by the supervisors
- x. Maintaining a transport log for the vehicle
- xi. Ensuring that the vehicle is used only for study related purposes
- xii. Updating the study administrator on any incidents or accident involving the vehicle on the same day
- xiii. Picking up and dropping off the study visitors
- xiv. Submitting reports on vehicle movements and mechanical conditions as requested.

Other required skills

- i. First Aid at Work Certificate from St. Johns Ambulance /Red cross
- ii. Ability to provide quick solutions to problems.
- iii. Good communication and Interpersonal skills.
- iv. Good time management
- v. Capable of working for long hours, weekends and sometimes at odd situations
- vi. Good customer care relations

How to Apply;

- a) All applicants must meet each selection criteria detailed in the minimum requirements.
- b) Must include a current CV with names of at least three referees.
- c) Must include copies of academic and professional certificates.
- d) Indicate Position & Vacancy Number as the subject of the Email

A duly signed application letter indicating the vacancy reference with copies of documents listed above should be sent to: hrrctp@kemri-rctp.org not later than October 9, 2023.

KEMRI IS AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO DIVERSITY; PERSONS WHO ARE ABLED DIFFERENTLY, WOMEN, YOUTH AND THOSE FROM MARGINALIZED AREAS ARE ENCOURAGED TO APPLY.

Only shortlisted candidates will be contacted.