

Welcome to Harambee, where we're all about solving youth unemployment through partnerships. We're not your typical organisation – we're driven by integrity, results, impact, and a passion for South Africa's youth. Our work is fast-paced and exciting, thanks to partnerships with key stakeholders such as The Presidency of South Africa, Business Unity South Africa, Youth Employment Service (YES), and others who share our mission.

If you enjoy a fast pace, are change adept love diving into new tech, and thrive in a collaborative, flexible environment, then you're exactly who we're looking for. Our goal remains nothing short of changing the world! Harambee has the capability and unique opportunity to achieve its founding vision of being a catalyst for significant and enduring positive change in tackling the global challenge of this generation. We invite you to join us, and let's make a real impact together.

HOW TO APPLY

Closing date is **20 September 2024**

Apply by sending your CV to recruitment@harambee.co.za

including the position you are applying for in the subject line.

By applying for this vacancy, you give consent for your CV to be reviewed for other roles and shared with the relevant persons at Harambee.

POSITION Driver

REPORTS TO Facilities Manager

LOCATION Johannesburg

ABOUT THE ROLE

We are looking for a motivated and experienced Driver to join our team! As a Driver, you will be responsible for transportation of passengers and goods from one location to another in a safe manner. You must follow traffic laws and correctly route yourself, ensuring that there is enough gas in the tank at all times for your destination. You will also be responsible for making sure the vehicle is always clean and in good working order.

JOB DESCRIPTION

Safe Vehicle Operation. (SOP – Standard Operating Procedure)

- Compliance to all legal requirements and instructions.
- Safe and effective route planning and location reporting.
- Safe parking and offloading of vehicles as per SOP.
- Effective and safe passenger and cargo management as per SOP.
- Only approved Harambee use as per SOP.

Vehicle Checks and Inspections

- Vehicle pre and post use checks and inspections as per SOP.
- All roadworthy, safety and emergency equipment check and inspections.
- Hold a valid SA driver's license and Professional Driving Permit.
- Physical ability without impairment for each trip or project.
- All citations and fines must be reported to asset manager before end of shift.

Fleet Incident Prevention and Emergency Readiness

- Familiarity with all emergency procedures as per SOP.
- Effective reporting of all incidents, accidents and near misses.
- Screening of all passengers during the COVID-19 Pandemic.
- Hygienic controls pre and post trips to ensure conducive environment.
- Attend all required training to ensure your safety and that of passengers and assets.

Fleet Asset and Administrative Responsibilities

- Daily and Weekly reporting as required from time to time.
- Timeous Nedfleet slip submissions.
- Follow key register and reporting process at all times.
- Driver phone, data, and connectivity.

General Facilities Infrastructure and Security Team Resource and Support

- Always be determined to succeed together and assisting all FIS and Harambee functions, including that of OHS, Invoicing, Maintenance and Projects.
- Remain vigilant and report all near misses, incidents, and accidents effectively.

Welcome to Harambee, where we're all about solving youth unemployment through partnerships. We're not your typical organisation – we're driven by integrity, results, impact, and a passion for South Africa's youth. Our work is fast-paced and exciting, thanks to partnerships with key stakeholders such as The Presidency of South Africa, Business Unity South Africa, Youth Employment Service (YES), and others who share our mission.

If you enjoy a fast pace, are change adept love diving into new tech, and thrive in a collaborative, flexible environment, then you're exactly who we're looking for. Our goal remains nothing short of changing the world! Harambee has the capability and unique opportunity to achieve its founding vision of being a catalyst for significant and enduring positive change in tackling the global challenge of this generation. We invite you to join us, and let's make a real impact together.

HOW TO APPLY

Closing date is **20 September 2024**

Apply by sending your CV to recruitment@harambee.co.za including the position you are applying for in the subject line.

By applying for this vacancy, you give consent for your CV to be reviewed for other roles and shared with the relevant persons at Harambee.

MINIMUM REQUIREMENTS

- Must be a valid driver with at least 3 years' experience.
- Must have a valid PDP license.
- Must have an acceptable driving record and clear criminal record – (driver has no moving violation, major or minor convictions, excluding parking violations, and no accidents on his/her driving record within the last 3 year period).
- Acceptable driving records include all of the following:
- Understanding of Harambee structure.
- Must be able to read /use Maps and GPS.
- Must be able to communicate at all levels.
- Speaking of multiple South African languages will be advantageous.
- Ability to understand traffic signs and signals.
- Must be able respond to official inquires and make report entries.
- Must have full understanding to all legal driver requirements.
- Must be able to understand instructions especially law enforcements officers and/or notices.
- Insight and understanding of travel approval process, priorities and course of contact will be advantageous.

COMPETENCIES

- **Time Management:** Effectively manages time and resources to ensure efficient completion of work tasks at Harambee.
- **Customer-Centric Approach:** Develops strong customer relationships and provides tailored solutions to meet their needs.
- **Accountability:** Takes responsibility for actions, decisions, and deliverables, fostering a culture of accountability.
- **Effective Communication Skills:** Proactively communicates and enhances relationships across Harambee through oral and written communication.
- **Alignment with Vision and Values:** Demonstrates understanding and adherence to Harambee's vision and values in decision-making and actions.
- **Commitment to Excellence:** Sets high standards for self and others, striving for excellence at Harambee.