

The Embassy of the Federal Republic of Germany in Abuja is currently seeking a qualified individual in the position of a Driver.

Starting Date: As soon as possible

### **Minimum Qualifications and Requirements**

- Secondary School education
- Good knowledge of English language, basic German knowledge would be of advantage
- Holder of a valid driver's license (preferably class O or E); expertise to operate bullet-proof cars would be an asset
- 3-5 Years' work experience as a driver with references
- Familiar with the city and outskirts
- No major accidents in the past 3 years
- Ability to work in a team, flexibility as well as high reliability
- Good manners and a neat appearance
- Discipline and punctuality
- Willingness to work extra-hours if necessary
- Non-smoker will be preferred
- Experience/qualifications as mechanical engineer would be an advantage

### **Responsibilities**

- Transport of Staff members, official visitors and guests
- Running official errands (e.g. dispatch, paying bills)
- Safely and responsibly performing all official tasks using official vehicles
- Taking account of all available information on road conditions, accessible routes and locations
- Help with transporting goods and administration matters
- Maintaining/Cleaning official cars

### **Contract Conditions**

- Contract conditions and compensation are based on the standard employment agreement for non-diplomatic staff at the German Embassy
- Full-time job (40 hours per week).
- Duration of contract: The contract will be limited for the period of 12 months with an option for extension.
- Applicants who are not Nigerian citizens must have a valid residence and work permit.

**Deadline: 23.05.2022**

## **Application Procedures**

Interested and qualified candidates should send their applications **only by email to** [jobapplication@abuj.auswaertiges-amt.de](mailto:jobapplication@abuj.auswaertiges-amt.de)

**Reference** has to be made to **VW-1 110 SP Driver**

**The following documents have to be submitted as attachments in pdf format only:**

- Cover letter explaining motivation and qualification for this position (max. 1 page)
- CV with passport picture
- Copy of school leaving certificates
- Copy of driver's License
- References from past employments (if applicable)
- Copy of passport (data page only) and residence/work permit (if applicable)
- Vaccination card

Please note that only complete applications will be considered and no acknowledgment of receipt will be sent.

Candidates to be considered for this position will be contacted by the Embassy for a personal interview.