

Peace Corps – Azerbaijan Driver

The Peace Corps is a governmental agency that promotes peace around the world by sharing one of America's greatest resources: Volunteers. The Peace Corps has been operating for over forty years in more than 135 countries; the agency's mission is to promote world peace and friendship, and the goals are: to help the peoples of interested countries and areas in meeting their needs for trained men and women; to help promote a better understanding of the American people on the part of the peoples served; and, to help promote a better understanding of other peoples on the part of the American people.

Position Summary: The Driver transports staff, Volunteers, and other personnel conducting official Peace Corps (PC) business. S/he assures that vehicles are properly maintained and operated according to PC and US Government (USG) guidelines and manufacturer specifications. S/he picks up/delivers mail, faxes, documents and packages to/from post office, the American Embassy, and other designated sites on a daily basis. S/he transports supplies, equipment, materials, and other communications to and from PC office. S/he ensures that vehicles are clean, in good working order, and secure at all times and performs minor mechanical maintenance as necessary. S/he adheres to Peace Corps rules and regulations governing the proper use and maintenance of motor vehicles. S/he performs Volunteer housing checks and other duties as assigned

Qualifications Required: Relevant university diploma; good driving record; at least 5 years previous experience working at an organization as a full-time Driver; valid driver's license (B and C category); familiarity with local traffic laws and regulations; familiarity with roads in country; English at the intermediate-low level or above; basic auto repair; ability to make sound decisions on weather and road conditions for countryside travel to insure the safety of passengers; understanding of and commitment to the Peace Corps mission.

Desired Qualifications: Relevant work experience; proven ability to respond to emergency situations; ability to perform moderately arduous work; confidence to enforce and abide by Peace Corps' policies and regulations as they pertain to the Driver's responsibilities

Application deadline January 15, 2010

Application Process

You can download the Applications from www.azerweb.com or www.azerjobs.com or pick up from the Peace Corps Office. Qualified persons should submit completed application to the Peace Corps office: **2c Hasan Aliyev Street, Baku, Azerbaijan**, or via Email: AzJobs@az.peacecorps.gov or Fax: (99412) 596 17 24 Submit the following: 1) completed application form (see attached) 2) CV or Resume 3) a detailed written description of how you meet the position's qualifications. **Only short listed candidates will be contacted.**

Application deadline is January 15, 2010 6:00 PM.