

VACANCY ANNOUNCEMENT

(Announcement Number: 13-35)

The U.S. Embassy in Kathmandu is seeking an individual for the position of Truck Driver (Maintenance).

OPEN TO: All Interested Candidates

POSITION: Truck Driver (Maintenance)

OPENING DATE: September 26, 2013

CLOSING DATE: October 10, 2013

WORK HOURS: Full-time; 40 hours/week

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

BASIC FUNCTION OF THE POSITION

The incumbent drives a heavy water/fuel delivery truck to deliver water/fuel to office and residential buildings. The incumbent performs general driving duties and also operates a forklift when needed.

QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. Completion of Primary School is required.
2. A minimum of two years of experience driving a heavy truck is required.
3. Level II (Limited knowledge) speaking/reading/writing English is required. Level III (Good working knowledge) speaking/reading/writing Nepali is required.
4. Good knowledge of local traffic rules and regulations is required. Good knowledge of Kathmandu and its surrounding areas is required.
5. The ability to operate a forklift is required.
6. Must possess a valid local driver's Class B and G license.

TO APPLY

Interested applicants must submit Application for Employment as a Locally Employed Staff (DS-174) or a current resume or CV that provides all information as found in the DS-174, and copies of other documentation (e.g., certificates, awards, copies of education certificates) that address the qualification requirements of the position. The DS-174 can be downloaded from the US Embassy website: http://nepal.usembassy.gov/about_the_embassy/job-opportunities.html

SUBMIT APPLICATION TO

Email: recruitktm2@state.gov (write “Application for Truck Driver (Maintenance)” in the Subject Line)

Or

Human Resources Office
G.P.O. Box 295
Kathmandu, Nepal

(Please clearly mark your envelope as “Application for Truck Driver (Maintenance)”)

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