

**CHAUFFEUR FSN-3/FP-BB  
VACANCY ANNOUNCEMENT 16/10/62  
MAJOR DUTIES AND RESPONSIBILITIES**

**70% of Time:**

- At regular intervals (scheduled runs) and on intermittent basis delivers and picks up mail to and from the D. P.O. delivers documents, materials and Laboratory samples to and from various U.S. and Peruvian Government agencies and to and from facilities throughout Lima.
- Picks up supplies ordered from local vendors, transport staff personnel on Official Government Business to various sites in Lima.
- A Government furnished vehicle will be provided for these duties.
- Regular duty will be 10 hours on Mondays, Wednesdays and Fridays and 09 hours on Tuesdays and Thursday, 48 hours per week.

**20% of Time:**

- Performs operator's maintenance on assigned vehicle (s) to include replenishing fuel, oil, grease, coolant and other fluids as required.
- Makes minor emergency repairs such as flat tires as required.
- Loads and uploads cargo ensuring that cargo is properly placed and secured that load capacity of the vehicle is not exceeded and all passengers are seated in compliance with the safety regulations.
- Completes trip ticket and operators maintenance service record for vehicles and trips assigned.
- Performs other related duties as assigned

**10% of Time:**

- On occasion will be required to transport personnel and material outside the Lima area for the purpose of conducting biomedical field studies in remote areas of the Republic of Peru.
- These trips may require the incumbent to be absent from Lima area as long as ten (10) days.
- Some weekend work will be required