VACANCY ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Reference Number</th>
<th>22/03/2020/Driver/WASCA/Bangalore</th>
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<tbody>
<tr>
<td>Project</td>
<td>Water Security and Climate Adaptation in Rural India (WASCA)</td>
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<tr>
<td>Position</td>
<td>Driver</td>
</tr>
<tr>
<td>Band</td>
<td>1</td>
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<tr>
<td>Location</td>
<td>Bangalore (Karnataka)</td>
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**How to Apply:** Please send your application in GIZ application form https://www.giz.de/en/worldwide/28418.html along with the following to hr-india@giz.de with the reference number in subject line.

1. a statement of suitability for this position.
2. expected salary and notice period

**About GIZ India** click on: https://www.giz.de/en/worldwide/368.html

**Project Background**
The Environment, Climate Change and Natural Resource Management (ECNRM) Programme, GIZ India seeks to address the pressing needs of India’s rural areas in the context of climate change through a range of projects and programmes fostering rural innovation and business models, enhancing water security and climate adaptation, knowledge networks in Indian agriculture, food security, and promoting environmental benefits of Government flagship programmes. GIZ supports its Indian partners at national level and across nearly all states in the topics of climate change, natural resource management and agriculture, e.g. through policy formulation and implementation, demonstration and integration of innovative concepts and strategies as well as strengthening human capacities, dissemination of information, knowledge and use of digital technologies.

Water Security and Climate Adaptation in Rural India (WASCA) is an Indo-German Project, commissioned by the BMZ in partnership with the Ministry of Rural Development (MoRD) and the Ministry of Jal Shakti in India for three years, April 2019 – March 2022. The project is active at national level and in five states namely, Madhya Pradesh, Rajasthan, Tamil Nadu, Karnataka and Uttar Pradesh.

The project targets to improve the existing planning and financing mechanisms for climate-resilient water resource management. Secondly, the project intends to build evidence by demonstrating water management measures in project States. Lastly, the project targets to establish and strengthen public-private partnerships for enhancing rural water security.

For more details, click on: https://www.giz.de/en/worldwide/75372.html

**A. Responsibility**
- Safely and responsibly performing all official travel using official vehicles.
- Regular servicing and looking after official vehicles.
- Taking account of all available information on road conditions, accessible routes and locations while running official errands.

**B. Tasks**
The office driver performs the following tasks:

1. **Driving**
   - Provides passenger transport in an official car for office, project or programme staff, official visitors and guests.
   - Outstation official travel as and when required.
   - Runs errands for the project, programme or office, e.g. sending letters and messages, paying bills and buying smaller quantities of office supplies.
• Helps with transporting goods.
• Completes the vehicle log correctly and conscientiously in accordance with GIZ standards.

2. Service
• Cleans the interior and exterior of the vehicle(s) regularly.
• Checks oil, water, brakes and brake liquid, tyre pressure, battery levels and the entire vehicle, monthly or every 5,000 km (whichever is first), headlights, brakes, bodywork for dents etc.
• Responsible for the project vehicle documents and their good condition, keeping a vehicle log and recording monthly maintenance.
• Calculates monthly petrol, oil and lubricant consumption for the daily cash fund and for forwarding monthly vouchers to cost accounting.
• Reports need for service and carries out minor repairs.
• Immediately reports all involvement of office vehicle in accidents, including minor accidents, damage, loss or theft of vehicle fittings.

3. Other duties/additional tasks
• Assists other colleagues as needed in the project, programme or office if there is no travel pending, carries out other office work on request.

C. Required qualifications, competences and experience

Qualifications
• 12th pass school education
• Valid passenger-car commercial driver’s licence

Professional experience
• More than 8 years’ work experience as a driver with references.
• No major accidents in the past 3 years

Location: The candidate will be based at Bangalore, Karnataka.
Duration of the contract: One year with possibility of extension

Last date of receiving applications: 22 March 2020
Application without GIZ application form will not be considered.

• Only shortlisted candidates will be contacted.
• GIZ supports Work-Life Balance.
• GIZ promotes Gender Diversity – Applications from women professionals are encouraged.

Disclaimer: As per GIZ’s data confidentiality policy, candidate’s application is stored in our database for 6 (six) months and is deleted thereafter.