Position: Drivers *4 (Mayuge, Mbarara, Mbale, Kampala)
Reporting to: Manager

*StrongMinds* (www.strongminds.org) is a dynamic and fast-growing 501(c)(3) social enterprise based in Maplewood, N.J., that focuses on one of the most underserved populations and one of the most pervasive mental illnesses in the world. We treat depression among women of all ages in Africa, where access to mental health treatment is extremely limited, and will be launching our services in Newark, New Jersey beginning in 2022.

Since its start in 2014, StrongMinds has treated over 210,000 women with depression in Uganda and Zambia. *We are the only organization scaling a solution to depression with the potential to serve millions of people in the next ten years.*

StrongMinds has earned an impressive reputation in the global mental health space. In addition to media coverage in the New York Times, Forbes, BBC World Service, and the Stanford Social Innovation Review, we are described by UK organization Founders Pledge as the most cost-effective mental health organization working in the developing world.

**About StrongMinds Uganda**

StrongMinds Uganda (SMU), is a non-profit, non-governmental organization (Registration No.S.5914/11746) situated at Plot 30, Luthuli Rise Bugolobi, PO Box 35874, Kampala, Uganda. SMU’s mandate is to improve the mental health of women in Uganda by implementing a simple, evidence-based, and cost-efficient model of group talk therapy, based on group interpersonal psychotherapy (IPT-G). SMU has a field presence in Gulu, Kotido, Mbale, Wakiso, Mayuge, Mbarara, Mukono, Kampala, and Iganga. SMU services can also be accessed virtually via *252# and select option 10 for free counseling over the phone.

**Position Description**

Drive SMU vehicles, collect and deliver people, goods, and documents on SMU business safely and efficiently to their destinations and ensure the safety of the vehicle at all times in line with SMU Policy and procedures. The Driver may be called upon as and when necessary to support the Operations team in carrying out small logistical and administrative tasks.

**Responsibilities**

- Drive SMU vehicles to collect and deliver people, documents, and goods to their destinations safely and on time and ensure vehicle safety at all times in line with SMU policy and guidelines.
- Follow travel instructions and observe all traffic regulations/laws in place, where needs arise advise on the possible breach of traffic regulations/laws in line with SMU policy and guidelines.
• Ensure that vehicles are kept clean and tidy, both inside and outside at all times.
• Ensure that the vehicle tools, spare wheel, and emergency vehicle spares are kept in the vehicle and in good order at all times.
• Ensure that the vehicle is mechanically attended to and is properly checked for oil, water, fan belt tension, brake fluid, etc before leaving for the field, including recommendations to management for any repairs to be done.
• Carry out minor repairs and adjustments on the vehicles.
• Maintain a record of movements for the vehicles assigned, through proper and accurate records of mileages in logbooks.
• Ensure that the road license and insurance are valid and renewed on time in line with traffic regulations and SMU policy.
• Report any damage to the vehicle or defects arising at the earliest possible time to the Fleet Officer.
• Support the Operations team in carrying out small logistics and administrative tasks as delegated by the Operations Manager.
• Perform any other vehicle logistics related task instructed by the Fleet Officer.

Essential Experience
• At least 6 years in driving experience in reputable organisations.
• Basic motor vehicle operations and Vehicle mechanics skills
• Knowledge of traffic laws and rules
• Communication and interpersonal skills
• Organizing skills.
• Basic computer knowledge
• Confidentiality

Essential Character:
• Flexibility in carrying out tasks.
• Ability to work with diverse cultures.
• Tidy and neat
• Ability to work under pressure.
• Able to work longer hours whenever required.
• Be courteous.
• Obey the road rules.
• Customer Focus
• Self-respect
• Self-driven and reliable
• Timeliness
Education

- Uganda Advanced Certificate of Education (A – Level)
- Possession of a valid driving Permit with at least classes B and CM.
- Certificate in defensive driving.
- Certificate in basic vehicle mechanics.

The successful Driver will also be expected to embrace and role model the core values of StrongMinds:

- We are people focused.
- We think big and act fast.
- We are data-driven.
- We do what we say and say what we do.
- We believe in collaboration, not competition.

As part of a rapidly growing NGO, this role has the potential for advancement. Smart, aggressive, and ambitious candidates are encouraged to apply.

Salary: Competitive salary commensurate with experience.
Start Date: Immediate

COVID-19 considerations:
StrongMinds strictly adheres to all CDC guidelines for Covid-19 protection.

To apply:
Send résumé to careersug@strongminds.org mentioning “Driver” in the subject line.
Deadline: Tuesday 11th August 2023.