

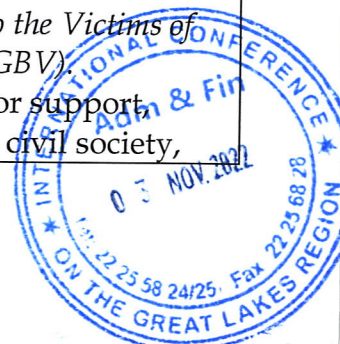


Position: Driver for the Regional Training Facility (RTF), based in Kampala, Uganda.

Reports to	Administrative and Program Assistant
Required Experience	At least 5 years as a professional driver in formal organizations
Organisation	Regional Training Facility of the International Conference on the Great Lakes Region (ICGLR) Secretariat
Languages	English is mandatory; Working knowledge of French, Portuguese, Arabic and/or Kiswahili will be an added advantage.
Eligibility	Local staff/Uganda citizen
Opportunity type	Contract - 3 years contract, renewable
Expected start date	January 2023.
Salary scale	L1

1. BACKGROUND: The International Conference on the Great Lakes Region (ICGLR) is an inter-governmental organization composed of 12 Member States (MSs) from the Greater GLR, which was set up in 2006 with the assistance of the African Union (AU), United Nations (UN) and bilateral donors.¹ The ICGLR aims to implement the *Pact on Security, Stability and Development* (PACT) which sets an ambitious agenda "to transform the region into a space of sustainable peace and security for peoples of the region, political and social stability, shared growth and development, a space of cooperation based on convergent strategies and policies driven by a common destiny". Key sectors include: (i) peace and security; (ii) democracy and good governance; (iii) economic development and regional integration; (iv) humanitarian and social issues and (v) cross-cutting issues including gender, environment, human rights, HIV/ AIDS, and human settlements.²

The ICGLR Pact has 10 Protocols including the Protocol on Prevention and Suppression of Sexual Violence Against Women and Children. In 2011, all heads of state of the ICGLR adopted a Declaration on United to Prevent, End Impunity and Provide Support to the Victims of SGBV in the Great Lakes Region (commonly known as the Kampala Declaration on SGBV). The Declaration calls for a comprehensive approach from prevention to survivor support, involving a broad spectrum of stakeholders and institutions (i.e., governments, civil society,



parliamentarians, religious leaders, and international partners). The Declaration links to other anti-SGBV global initiatives and UN Security Council Resolutions (1325, 1820, 1888, 1889 and 1960).

Consequent to the Kampala Declaration, in 2014, the ICGLR opened in Kampala a Regional Training Facility (RTF) on the Fight against SGBV as agreed upon in the Kampala Declaration³. The objective of the RTF is to train and sensitize relevant personnel including in the medical, judicial and police sectors as well as social workers from the Great Lakes Region to provide an efficient and effective response to SGBV. It also includes, among others, facilitating regional knowledge generation and sharing, conducting policy-oriented research, and maintaining a database of regional and international experts. Furthermore, the RTF will contribute to building capacities of the proposed Special Courts as envisaged under the Kampala Declaration

The Regional Training Facility (RTF) on Prevention and Suppression of Sexual Violence in the Great Lakes Region (RTF/PSSGBV) is an institution of the International Conference on the Great Lakes Region (ICGLR). It is established under Article 6(9) of the ICGLR Protocol on the Prevention and Suppression of Sexual Violence against Women and Children (2006). The RTF will contribute to the ICGLR Member States' commitment to prevent and punish the crime of sexual violence in the region as expressed under in Art11 of the ICGLR Pact on Security, Stability and Development in the Great Lakes Region. The 12 Member States of the ICGLR agreed to set up a Special Regional Facility for training and sensitizing judicial officers, police units, social workers, medical officers and other categories of persons who handle cases of sexual violence in the Great Lakes Region. ICGLR Member States are: Angola, Burundi, Central Africa Republic (CAR), Democratic Republic of Congo (DRC), Republic of Congo (Congo Brazzaville), South Sudan, Sudan, Kenya, Rwanda, Tanzania, Uganda and Zambia. In fulfilment of this obligation, Uganda offered, during the December 2011 Summit, to host the Facility (see par 14 of the Kampala Declaration). The RTF was launched on 18th February 2014 in Kampala, Uganda and became operational in April 2014.

¹ ICGLR Member States include Angola, Burundi, Central African Republic, Democratic Republic of Congo, Republic of Congo, Kenya, Rwanda, South Sudan, Sudan, Tanzania, Uganda and Zambia.

²With regard to economic development and regional integration, the ICGLR, with some support from the WB and other partners plans to rehabilitate key infrastructure, including road and rail, so as to facilitate trade in the region. It also aims to establish a regional mechanism for the certification of natural resources in order to curb their illegal exploitation and trade in the region. On energy, the ICGLR supports the revival of the CEPGL and its energy-related projects including exploitation of methane gas from Lake Kivu and the establishment of the Inga dam in the DRC among others.

³As per Decision 14 from the Kampala Declaration. The RTF was validated by the Regional Inter-Ministerial Committee (RIMC) in 2013.



2. MAIN FUNCTION

Under the supervision of the Administrative and Program Assistant, the Driver provides reliable and safe driving services to the RTF Regional Director, staff and visitors ensuring highest standards of discretion and integrity, sense of responsibility, excellent knowledge of protocol and security issues).

3. SPECIFIC TASKS/DELIVERABLES

The Driver will:

- Drive the Regional Director from office/ Home to the Airport to travel to other Countries for mission duties and vice versa.
- Picking and dropping of Organization's guests from Hotels to RTF- Office and other various missions as directed by the Supervisor.
- Drive the staff members from RTF- Office to do official duties in the field.
- Maintain the cleanliness of the interior and Exterior of the Organization's Vehicles.
- Monitor the Validation of Vehicle Documents such as Insurance cover and others.
- Ensure that the Vehicle is in good working Condition and fit on the road and adhere to the transport rules & regulations of Uganda.
- Ensure that the Vehicle is serviced on time.
- Ensure that the Vehicle is parked in a safe place to avoid vandalization.
- Report any malfunction of the Vehicle and assist in Repair
- Actively assist on the loading and offloading of office deliverables to the respective stores
- Pick and deliver office mails/ goods to and from office as instructed by the Supervisor.
- Prepare fuel receipts and other maintenance costs for submission to the administration office
- Prepare Fuel log sheets and recording of Travel trips for proper accountability of Fuel
- Assist on handling receptionist duties at the RTF office



4. QUALIFICATIONS, EXPERIENCE AND COMPETENCIES

- The ideal candidate should have a minimum of Uganda Advanced Certificate of Education or its equivalent
- Must have a solid driving experience from formal organizations.
- Valid Driving Certificates.

Other skills:

- Fluent in English (speaking and writing), Knowledge of French, Swahili, Arabic and/or Portuguese is an asset and added advantage.
- Excellent communication and interpersonal skills.
- Work-experience in the GLR.
- Basic computer skills.

5. APPLICATION SUBMISSION GUIDELINES

Interested candidates who meet the qualifications and experiences requirements of the above position are required to address their applications to the Regional Director of Regional Training Facility Yusuf-Luwanga Lane, Plot 1349 (Off Salama road) Munyonyo. PO Box 1386, Kampala, Uganda. Office Telephone: +256(0) 4143655.

Email: jobs@icglr.org with a copy to abdoulaziz.sulubu@icglr.org and janviere.ndirahisha@icglr-rtf.org

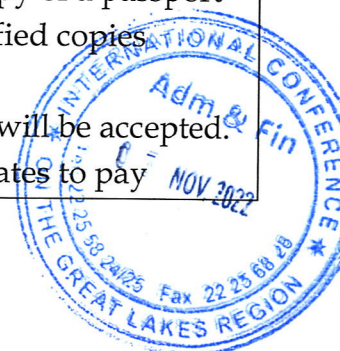
The application package shall include the following:

- Detailed Curriculum Vitae;
- Motivation or covering letter;
- Certified copies of relevant education/training certificates;
- Names and contact details of three (3) referees;
- Copy or scan of Ugandan National Passport or Uganda National Identity Card showing your photograph, date of birth and nationality;
- Candidates should indicate the position/title on the subject line.

Deadline: Applications should be submitted not later than, 30th November 2022

Please note:

- (a) Applications which do not indicate nationality and age; or have no copy of a passport or National Identity Card or birth certificate, covering letter and certified copies of relevant documents will be disqualified.
- (b) All applications shall be submitted electronically, and no hard copies will be accepted.
- (c) ICGLR is an equal opportunity employer and does not require candidates to pay



any money at any stage of the recruitment process.

(d) Invitations for interviews will be done in writing to only shortlisted candidates.

(e) Female candidates are encouraged to apply. ICGLR is highly committed to gender balance.

