



AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS
COUR AFRICAINE DES DROITS DE L'HOMME ET DES PEUPLES
P.O Box 6274 Arusha, Tanzania, Tel: +255 27 2970 430 /431/432/433/434
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The Registry of the Court

ADVERTISEMENT OF VACANCY N° AFCHPR/2019/04
DRIVER/MAIL RUNNER, GRADE GSB 7
AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS
(Closing date: 15/10/2019 – Local position)

The Court was established by virtue of Article 1 of the Protocol to the African Charter on Human and Peoples' Rights on the establishment of an African Court on Human and Peoples' Rights, adopted on 9 June 1998 and which came into force on 25 January 2004. It is the first continental judicial body charged with the responsibility of ensuring the protection of human and peoples' rights. The Court became operational in 2006 and its seat is in Arusha, in the United Republic of Tanzania.

The Court invites applications from citizens of African Union Member States and domiciled in Tanzania for the following position

1. Post

- Job title: Driver/Mail runner
- Post level: GSB7
- Supervisor: Registrar
- Division: Office of the Registrar
- Duty station: Arusha

2. Job Purpose

Provide transportation services, vehicle maintenance and courier services.

3. Major Duties and Responsibilities

Under the overall and direct supervision of the Registrar, the Driver/Mail Runner will perform the following duties:

- a) Provide transportation services.
- b) Log official trips, daily mileage, petrol consumption, vehicle servicing, repairs, etc.
- c) Ensure day-to-day maintenance of the assigned vehicle(s); checks oil, water, battery, tires, etc.
- d) Collect and deliver mail, documents, equipment or packages and other items requested.
- e) Wrap and secure the shipping couriers.
- f) Perform other duties as assigned.

4. Educational Qualifications

Candidates must have at least an “O” Level and a valid driving licence for light category vehicles with minimum category of C1. A higher qualification or experience as a mechanic will be an advantage.

5. Work Experience

Candidates must have a minimum of five (5) years of progressive experience in a similar position, preferably in an international organization.

6. Other relevant skills:

Professionalism; Demonstrable professionalism; Concentration, accuracy, and working under minimum supervision; Respect for confidentiality and good public relations; Excellent interpersonal skills and ability to organize and work under pressure in a multi-cultural environment; Excellent knowledge of international organizations; Good mechanical knowledge.

7. Language Requirement

An excellent command of at least one of the African Union (AU) working languages. Knowledge of one or several other AU working languages would be an added advantage.

8. Tenure of Appointment

The appointment will be a regular appointment for a period of three (3) years, the first twelve months of which will be considered as a probationary period. Thereafter, the contract will be for a period of two years renewable, subject to satisfactory performance.

9. Gender Mainstreaming

The African Court is an equal opportunity employer; qualified women are strongly encouraged to apply.

10. Remuneration

Indicative basic salary of US\$ 6,935.00 per annum plus other related entitlements e.g Spouse allowance, Child allowance, education allowance, etc.), in accordance with the Rules and Regulations governing Local Civil Servants of the African Union.

11. Applications

To apply, please submit the following:

- i) A letter stating reasons for seeking employment with the Court;
- ii) A detailed and updated CV, indicating your nationality, age and gender (comply with requirements for candidates wishing to apply for posts in the Court);
- iii) Names and contact details (including email address) of three referees;

Applications should be submitted not later than October, 15, 2019 and should be addressed to the postal address or email indicated hereunder:

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