



## **DRIVER NEEDED**

**Job Title:** Driver

**Project:** She Works Project

**Location:** Western Uganda (Rwenzori, Albertine & Kigezi)

**Available opportunities:** 1

**Start date:** May 2026

### **Organisational Setting**

Integrated Seed and Sector Development Uganda (ISSD Uganda) is an independent local NGO in Uganda, which aims to be a leading agricultural development organization in fostering resilient seed and food systems for sustainable agricultural production. ISSD Uganda builds on the impactful outcomes and experiences of the successfully implemented seed projects that focused on; seed sector transformation; capacity building and knowledge transfer; partnerships and sector coordination, as well as supporting fragile communities including refugees. Over the years, ISSD Uganda development work has evolved to multiple sectors including skilling for decent livelihoods in various agricultural value chains, Tourism and hospitality

Our priority target groups include women, youth, refugees, internally displaced persons, smallholder farmers and MSMEs. These are supported through programs codesigned to improve livelihoods, food security, and the economic independence of smallholder farmers and agri-entrepreneurs.

### **Project Overview**

The Empowering Young Women Entrepreneurs in Agriculture stimulated by Coffee (EYE-C) program aims to create dignified and sustainable work opportunities for young women (18–35) in Uganda. Implemented by a consortium of aBi Development, Café Africa, and the International Women in Coffee Alliance, together with cluster partners, the program focuses on the coffee value chain and complementary enterprises such as horticulture, pulses, poultry, banana, apiary, and briquettes. It also promotes inclusion of young women with disabilities and supports women-led MSMEs.

The EYE-C She Works Project is a cooperative-based initiative operating in Kigezi, Rwenzori, and Albertine regions. It equips young women with skills for employment, entrepreneurship, and income generation. By strengthening agricultural practices, promoting farmer groups, and improving access to markets, the project empowers women to increase incomes and enhance their decision-making power within households and communities.

### **Position overview**

The Driver supports the project with all transport-related duties including transporting staff to specified project destinations, collecting and delivering various organization packages, and maintaining the vehicle in a clean and good mechanical condition.

## **Duties and Responsibilities**

- Drive the ISSD vehicle and authorized passengers to specified destinations as approved by the supervisor, and in line with ISSD transport management policy
- Assist with loading and offloading of staff luggage, organization items and materials
- Always keep the assigned vehicle in a clean condition by regular washing and cleaning
- Maintain an updated logbook for all journeys record travel-time, locations, and fuel top-ups, etc.
- Maintain the vehicle in a proper working condition to ensure safety and comfort of passengers by;
  - a) performing routine physical inspections to monitor its safety and security
  - b) ensuring planned service, repair, and maintenance schedules are adhered to
  - c) reporting any accidents, injuries, and vehicle damage to the supervisor
- Promptly inform the supervisor if/when road misuse tickets are issued by the Uganda Police/ road traffic other authorities
- Ensure the assigned vehicle is always parked in permissible parking spaces to avoid risks of towing
- Fulfill other duties such as running office related errands as instructed by supervisor

### **Special requirement**

- The job will require reporting on duty not later than 7:00am, and working on weekends in certain instances, as will be communicated by supervisor

### **Skills and Qualifications**

- Minimum UACE qualification with basic knowledge of English (spoken and written) and other relevant local languages
- Certificate in defensive driving
- 5 years relevant work experience with NGO or CSO
- A valid driver's license and clean driving record
- Working knowledge of local roads and routes

### **Key Competencies**

- High integrity
- Hospitable
- Accountability
- Confidentiality
- Good communication skills
- Good interpersonal skills
- Sound knowledge of road safety regulations
- Ability to utilize maps, GPS systems, and car manuals
- Punctual and reliable

### **How to apply**

Interested and qualified candidates are encouraged to apply for this job by emailing your cover letter and CV maximum 3pages to [hr@issduganda.org](mailto:hr@issduganda.org), while indicating the job title in the email subject not later than **5<sup>th</sup> May 2026 at 5:00pm EAT**. For more details visit the ISSD Uganda website via: [www.issduganda.org](http://www.issduganda.org). *Only shortlisted candidates will be contacted. Applications will be reviewed on a rolling basis*