

## JOB VACANCY

### The Consulate General of France in Jerusalem is recruiting for the position of driver

**Title:** Driver

**Department:** Cooperation and cultural section

**Type of contract:** local basis contract for 1 year with possibility for a permanent contract

**Starting date:** as soon as possible

#### General duties

The driver shall vehicle the personnel and visitors; as well distribute pouches in Jerusalem, West Bank and Israel. The driver shall respect the driving road code, security rules and vigilance while driving. He should maintain the vehicles (interior and exterior).

#### Main tasks

- Vehicle the personnel and visitors for their meetings and field visits
- Distribute the mail for local authorities and partners
- Deliver pouches for destination and postal services
- Ensure the daily mail distribution between different departments of the Consulate
- Ensure maintenance of vehicles and license renewal
- Ensure cleanness of vehicles (internal and external)
- Make sure that vehicles are always full of gasoline and ready for use

#### Qualifications required

##### Studies and/or professional experience

- 4 years of experience as a driver
- Holder of a valid Israeli driving license
- Basics in first aid

##### Languages

Fluent in English and Arabic, good knowledge of Hebrew, French language is a plus

##### Computer knowledge / software

Use of internet sites for search (locations and itineraries)

##### Other

- ability to work in a multicultural environment
- flexibility and availability is required (variable working hours)
- patience and confidentiality
- good presentation
- no judicial history

#### Recruitment conditions

- Full time position, 5 days per week
- Variable working hours according to needs
- Local contract, salary according to the salary scale of the Consulate
- Probation period of 3 months

#### To apply

- **This position is exclusively for candidates residents of the country, holder of a working permit and holder of an Israeli driving license**
- The candidate shall send : CV (in English or French), copy of the Id, copy of driving license, reference persons details
- **Deadline is June 29<sup>th</sup> 2019** by email to the following address : [scac.jerusalem-fslt@diplomatie.gouv.fr](mailto:scac.jerusalem-fslt@diplomatie.gouv.fr)
- Please indicate « Driver Position » in the subject.