



Terms of Reference (ToR)

Job code: HF05090821

Monday, 9 August 2021

Job Title: Driver

Duty station: Syria - Afrin

Line Manager: General Doctor

Number of vacancies required: 3

About Horan Foundation

Horan Foundation (HF) is a non-governmental, non-profit making, national organization. It was established in May, 2012 in response to the humanitarian needs resulting from the current situation and the humanitarian crisis in Syria to alleviate the suffering of the Syrian. HF operates in different sectors, implementing various projects and programs.

Job Details

Job Summary:

The ambulance driver will transport patients from the scene of the accident or home to the nearest medical point to receive appropriate treatment

Main Responsibilities and Tasks :

Driving vehicles to carry out the tasks assigned to him, not exceeding the speed limits, observing the warning signs, and applying road safety instructions.

- Recording the tasks that he performs and the distances he travels in the vehicle's logbook.
- Inspect the components of the vehicle's engine cooling cycle and make sure of the water and oil level, the condition of the spare tires, the level of air pressure in them, and the presence of a valid fire extinguisher, reflector, car lift, and the equipment designated for his vehicle.
- Check the vehicle's batteries, the level of the solution, the condition of its electrodes, the angle, and its safety, and the fuel fill for the vehicle.
- Informing the direct responsibility for any defect in the vehicle.
- Performing any other work assigned to him by his direct manager
- Commitment to constantly carry his valid driving license.
- Follow up on the cleanliness of the vehicle.

..

Qualifications / Technical Skills:

A high school diploma or its equivalent as a minimum

- At least 4 years of driving experience
- Driving skills in difficult climatic conditions.
- Familiarity with basic vehicle maintenance principles.
- General driving license "

"

Interpersonal, Communication and Coordination Skills:

Discipline in punctuality.

- Focus and logical thinking.
- Tact in speaking and with a clear face.
- Good listening, understanding, and awareness of situations with awareness and focus.
- The ability to face difficult and critical situations wisely.