



Marampa Mines Limited (MML) is Hiring Job Advertisement

Developing and growing talent and skills within Sierra Leone, for Sierra Leone.

Position Title	Light Vehicle Drivers	MML is an equal-opportunity employer. Women are strongly encouraged to apply for roles at MML.
Job Code/Level	Below Supervisory Level	
No. of Positions	12	
Department	Security - Transport	
Location	Marampa Mines Site, Lunsar	
Reporting to	Admin Foreman/Delegated Line Supervisor	
Salary	Attractive	

ROLE AND PURPOSE

Marampa Mines Limited is looking for suitably qualified Light Vehicle Drivers, who are well-behaved, punctual, and have excellent time management skills to join our Security and Transport team. They will be responsible for delivering goods/packages and authorizing passengers to various destinations promptly. They must be willing to work in shifts, on holidays, and at weekends; ensuring that vehicles are always comfortable, fit, and ready for use among other duties. The driver always maintains professional conduct, ensures vehicle maintenance checks, and interacts professionally with passengers and team members.

RESPONSIBILITIES

- Safely and responsibly drive vehicles in compliance with traffic rules and regulations.
- Transport passengers to and from designated locations (Airport, hotels/appointments etc).
- Convey and deliver goods and packages to destinations as directed.
- Ensure the vehicle is well-maintained/serviced, clean, and in good working condition.
- Follow predetermined schedules, routes, and authorised speed limits.
- Assist passengers with loading and unloading luggage and goods.
- Keep effective track of vehicle mileage/odometer and maintenance checks.
- Report accidents, traffic violations, or vehicle issues to the appropriate authorities.
- Provide excellent service and always maintain a professional demeanour.
- Promptly report unusual observations on the vehicle to his/her supervisor.
- Regularly carry out a pre-start inspection on the vehicle and keep a proper record.
- Collect and deliver legitimate/authorised goods onboard the vehicle as directed.
- Maintain and regularly update the vehicle logbook.
- and ensure that the vehicle has sufficient fuel.
- Strictly uphold sustained adherence and compliance with safety protocols and policies.

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EDUCATION & EXPERIENCE

- West African Senior School Certificate Examinations (WASSCE), its equivalent or higher qualification.
- Valid Driver's License for categories A, B and C vehicles.
- Minimum 3 years' experience in professional driving preferably in mining or industrial settings.
- Prior cross-organizational capacity-building experience.

REQUIRED SKILLS

- Excellent communication skills with strong attention to detail.
- Demonstrated strong written and verbal communication abilities.
- Self-starter, able to work independently and in a team environment.
- Proficient reading and writing skills.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

- The individual must be physically and mentally fit for a fast-paced work environment.
- May be required to work in shift rosters and extended hours including night shifts, weekends and holidays.

HOW TO APPLY & CLOSING DATE

Please forward your application including your CV, cover letter, copies of your educational and professional certificates and any other supporting documents to **Marampa Mines Ltd. Human Resources** desk via the main entrance gate of the Mine Site, Lunsar or e-mail:
MMLRecruitment@marampamines.com

The closing date for receipt of applications is the 23rd of March 2024.

Only shortlisted candidates will be contacted, and you may be subjected to written and practical tests where applicable.

Women are strongly encouraged to apply.