



CANADEM

CANADA'S CIVILIAN RESERVE
RÉSERVE CIVILE DU CANADA



Terms of Reference

DRIVER FOR STO

Background:

Established in 1996 with Canadian Government start-up funding, CANADEM is an international not-for-profit NGO dedicated to advancing international peace and security through the rostering, rapid mobilization, and mission management of experts committed to International Service with the UN, other IGOs, NGOs, and governments.

In the past, CANADEM has worked with the Government of Canada to send observers to monitor elections around the world. With over 130 missions deployed to more than 40 countries, CANADEM has played a crucial role in strengthening the democratic process globally. By drawing on a civilian reserve of screened Canadian electoral and governance experts, we shortlist observer candidates and conduct deployment logistics for selected candidates. Further details of the organization can be found at <https://canadem.ca>

Under the supervision of the Short-Term Observers (STO), the Driver drives personal vehicles to transport the STO Team in a determined region for the period between March 28 and April 2, 2019. S/he reports directly to the STO Team.

Main Tasks and Responsibilities:

- Driving personal vehicles for the transport of STOs
- Delivering and collecting mail, documents and other items
- Meeting STOs at the airport / railway station
- Ensuring that a vehicle is kept clean and refuelled
- Other related work as assigned

Requirements:

- Completed secondary education
- Possession of a valid driving license B
- Minimum two (2) years of professional driving experience
- Skills in minor vehicle repair and self car maintenance
- Ability to work with people of different national and cultural backgrounds

Requirements to personal vehicle:

- Not older than 2014 year of release
- All safety belts are working
- Clean and tidy
- In going order

Please, send your CV (in Ukrainian or English) and pictures of a vehicle to recruitment@canadem.ca with a "Driver REGION_[Your Name]" title in subject line.