



GLOBAL PEACE DEVELOPMENT **VACANCY ANNOUNCEMENT**

Global Peace Development (GPD) is a Non-Governmental Organization (NGO) founded in April 2002 and focuses on promoting peace for development in Nigeria. The organization envisions a country where peace and development is enjoyed by all. GPD seeks to build peace, gender equality, social justice, and foster democracy and governance at the community, local, state, and national levels. Our core Programme areas include; Gender Equality, Conflict Prevention and Peace Building, Democracy and Governance, Environment and Community Health, and Sustainable Development.

Global Peace Development works actively in eleven (11) States across Nigeria (namely, Adamawa, Kano, Taraba, Yobe, Nasarawa, Kaduna, Ebonyi, Enugu, Cross River, Delta, Edo and FCT).

The organization is inviting applications from qualified candidates to fill the position of:

JOB TITLE AND LOCATION: Logistics Officer, Damaturu Yobe State

JOB SUMMARY

The Logistics Officer will provide transportation and logistical support to ensure effective and efficient project activities. This role requires reliable vehicle operation, a strong sense of responsibility, and the ability to assist in various logistical duties, including documentation, and maintenance of project vehicles in the state.

KEY RESPONSIBILITIES

- Safely operate assigned vehicles for transportation of personnel, goods, and materials.
- Assist in logistics arrangements for meetings, workshops, and field activities.
- Conduct routine checks on vehicles and ensure proper maintenance.
- Maintain vehicle logs, mileage records, and service schedules.
- Ensure compliance with road safety regulations and organizational policies.
- Assist with the handling, organization, and tracking of project materials and supplies.

QUALIFICATIONS AND EXPERIENCE

- Minimum of School Certificate (SSCE) or National Diploma.
- Proven experience as a driver with good driving skills and a clean driving record.
- Familiarity with Yobe State's road network and ability to travel to project locations as needed.
- Basic knowledge of vehicle maintenance.
- Effective communication and time management skills.
- Flexibility and willingness to work in a team and support various logistical needs.

HOW TO APPLY

Qualified candidates should submit the following materials by e-mail to

Info@globalpeacedev.org

- Cover letter not more than one page
- Curriculum Vitae

The subject line of the email must state clearly, the job title of the position applied for and the location e.g **Logistics Officer, Damaturu, Yobe State.**

The closing date for receipt of applications is November 17, 2024.