



GEF TRUST FUND

“Strengthening national biodiversity and forest carbon stock conservation through landscape-based collaborative management of Cambodia’s protected area system as demonstrated in the Eastern Plains Landscape (CAMPAS Project)”



JOB DESCRIPTION

I. Position Information

Job Title:	Project Driver
Reports to:	Administrative Officer
Contract Type:	Hired Employee
Duration:	One year with renewable possibility
Level:	L-1B/2
Starting date:	As soon as possible

II. Background

CAMPAS, short for ‘**Strengthening national biodiversity and forest carbon stock conservation through landscape-based collaborative management of Cambodia’s protected area system as demonstrated in the Eastern Plains Landscape**’, is a project funded by GEF Trust Fund. As its title suggests, the project holds the interconnected aim to improve the sustainability of Cambodia’s national system of protected areas, with the complementary objectives to mainstream biodiversity into production forests and promoting conservation of carbon stocks.

The project is delineated into two main components:

Component 1: Strengthened national vision and support for landscape-based protected area and forest management.

Component 2: Integrated landscape management to safeguard forests, biodiversity, and carbon stocks in the Eastern Plains Landscape.

The project design comprises two major outcomes, one at the national level and a supportive outcome at the demonstration site level. At the national level CAMPAS comprises three specific outputs, all oriented to strengthen unity and support for landscape-based protected area and forest management that explicitly addresses national system level issues through measures that include establishing the enabling environment at national level, through communications and awareness, strengthening protected area governance involving inter-agency cooperation, and demonstrating sustainable financing options. At the demonstration site level, the CAMPAS’s four outputs will deliver a sub-regional planning approach for the Eastern Plains Landscape that integrates protected areas and biodiversity conservation into sustainable development – with specific focus on forested landscape connectivity. At this level it also focuses on integrating forest conservation with sub-regional economic development planning, trying to

resolve issues presented by economic land concessions that often ignore and impact upon protected areas, and harnessing integration opportunities with other landscape-level initiatives like those of the Asian Development Bank Biodiversity Conservation Corridors and United Nations Environmental Program Adaptation Fund projects.

The total project budget is **4,718,182 USD for the period of 60 months**. The project will be executed by the **Ministry of Environment** and implemented by United Nations Environment (UN Environment) in close cooperation with other NGOs partners and stakeholders.

III. Functions

Summary of Key Functions:

A **Driver** will work closely with the administrative officer, and will perform the following functions as in the duties and responsibilities below:

Duties and Responsibilities

- Ensure the availability of a first aid kit in the vehicle
- Check oil/water/tires/battery water levels etc. daily
- Ensure level of fuel for project vehicle is not below 1/3 from its active fuel tank
- Completely refill fuel tank at each refueling
- Complete Vehicle History Record at each re-fuelling and repair and maintenance
- Complete the vehicle daily logbook after each trip
- Request money for fuel or coupons as needed
- Provide ensure safe transportation to CAMPAS staffs, guests to all destinations
- Drive vehicle rigorously observing National Traffic Law
- Check condition of the vehicle regularly and report it to the supervisor
- Clean and maintain vehicle for the best condition
- Repair minor troubles of the vehicle
- Request fixation for grave problem from the supervisor immediately
- Pay attention to your health condition before and during driving
- Travel to province as required by the project
- Other duties assigned by line managers.

IV. Recruitment Qualifications

Education:

- At least completion secondary education, vocational education with certificate of driving lesson from driving school

Experience:	<ul style="list-style-type: none"> • At least 5 years driving experience, a clean valid driving license • Experience in working with and collaborating within governments is an asset.
Competencies	<ul style="list-style-type: none"> • Excellent up-to-date knowledge of local road traffic regulations • Good eyesight, hearing physical condition • Basic car maintenance skills • Good time management with less supervision
Language Requirements:	<ul style="list-style-type: none"> • Basic knowledge of English including writing and communication skills

Interested individuals should submit CV and Cover Letter no later than **01st November 2019 (Friday at 5:00PM)** to the Department of Biodiversity, General Secretariat of National Council for Sustainable Development, Ministry of Environment: Morodok Techo Building (Lot 503) Tonle Bassac, Chamkarmon, Phnom Penh, Cambodia.

For more information, please:

- Visit us at: www.chm.gdanpc-moe.org or
- Contact Department of Biodiversity, General Secretariat of National Council for Sustainable Development, Ministry of Environment.
Tel: (855) 089 887 723/086 887 723/098 478 438
E-mail: job.campas@yahoo.com

Only short-listed candidates will be contacted for writing test and interview.