



FINANCE TRUST BANK

Finance Trust Bank was licensed as a Tier 1 Commercial Bank on 11th November 2013, taking over the financial services business of Uganda Finance Trust Limited (MDI). Today Finance Trust Bank is a fully-fledged commercial bank serving a clientele of over 500,000 depositors and over 37,000 borrowers, through a network of 35 branches country wide. The bank offers a variety of Products and services including Savings, Current accounts, Loans, Money transfer services and Bills payments to its target market which comprises of micro, small and medium entrepreneurs, salary earners and youth.

In order to meet the needs of its growing customer base, the company is seeking to recruit dynamic, self-motivated, result oriented professionals to fill the following position.

1. Driver

This position reports directly to the **Administration Supervisor** and based at Head Office.

Role of the Job:

Drive Staff, Board Members and Company guests deliver and Pick documents and Equipment as required, as per Administration guidelines.

Key Result Areas:

1. Transport staff board members and company guests to and from the required destinations
2. Deliver documents and other equipment's i.e. stationery
3. Maintain the mileage book on a daily basis
4. Make accountability for fuel consumption on a monthly basis
5. Pick and drop off company guests at the airport
6. Ensure that the vehicle is in good mechanical condition i.e. is serviced,
7. Ensure that the vehicle has a monthly parking ticket.
8. Ensure that the vehicle is kept clean.
9. Perform regular mechanical checks.
10. Assist passengers with luggage and other needs
11. Comply with traffic regulations and laws
12. Adhere to bank security protocols and procedures
13. Show willingness to assist with other tasks as needed
14. Be flexible with routes and schedules
15. Ensure timely arrival and departure

Minimum educational and technical competence requirements

- The ideal applicant should have ‘A’ Level Certificate
- Valid driving license
- At least three years driving and mechanical experience
- The ability to communicate clearly in a professional manner is deemed essential.
- Ability to demonstrate positive image and uphold FTB values.
- Must be a person of integrity.

Applications:

Suitably qualified candidates should address their application to Head, Human Resource, Finance Trust Bank, TWED PLAZA, Plot 22B, Lumumba avenue , Kampala, Uganda, and email it to jobs@financetrust.co.ug. as well as photocopies of academic testimonials, and a CV. The CV should include telephone contacts and email addresses of three referees, one of who should be the most recent employer.

Closing date for submission of the applications is **31st July 2024**. *Only shortlisted candidates will be contacted directly on Tel. Numbers 0312 222600 or 0414 341275 ONLY.*

Please note that in line with the Bank procedures, no job offers are made online.