

## About our client

As a one-stop concierge hub for businesses, our client aspires to lead through pioneering innovative strategies and harnessing cutting-edge technologies, instilling confidence in individuals and organizations. From facility management to customizing digital assets and spearheading unique talents, our client stands committed to serving their clients' needs amidst the complexities of an ever-changing world.

## Requirement

Our client is hiring ITV Driver as a part of their logistics division. Given below are the specifications pertaining to requirements and benefits.

S. No.	Query	Response
1	Category or Trade	<b>ITV Driver</b>
2	No. of Demand	100
3	Min. Required Experience ( <b>India or Gulf</b> )	Must have trailer license (India or GCC)
4	Required Qualification	Mini 10th Pass & Candidates should be able to read and comprehend in English
5	Driving License	Heavy Vehicle GCC and/or UAE License holders Preferred, Indian Trailer License is must.
6	Age Limit	25-41 Year
7	Basic Salary	900 AED
8	Food Allowance	300 AED
9	Work Nature Allowance	750 AED
10	Total Gross Salary	1950 AED
11	Over Time	3 Hours
12	Duty Hours	9+3 = 12 hours (1 hour break)
13	Working Days	26 Day per month
14	Accommodation	Provided
15	Transportation	Provided
16	Medical	Provided
17	Contract Period	2 Years
18	Job Location	UAE
19	ECR passport accepted or not	No
20	Emigrate Registration	Yes
21	Leave Benefits	30 Calander days per year
22	Visa is from Dubai or any other emirates	Dubai
23	Interview Type (Online or Offline)	Offline
24	How long it will take to get visa after selection	20 days
25	Medical (Normal & GAMCA)	Normal
26	Joining Ticket	Not Provided
27	Training Period	The employee should successfully complete the training period and pass all exams prior formally being appointed as ITV Driver. during the training period the employee will be paid Basic Salary and Food Allowance only.

## JOB DESCRIPTION

<b>Job Title:</b>	ITV DRIVER	<b>Job Holder:</b> <small>(complete once new employee has joined business)</small>	
<b>Reporting To:</b> <small>(Job Title)</small>	SUPERVISOR - TRACTOR	<b>Department / Cost Centre:</b>	CONTAINER TERMINALS

### Job Purpose:

To transport internal containers from quayside to yard thereby providing support to container terminal operations.

### Principal Responsibilities:

(List approx. 10 points of 'what' and 'why' tasks will be performed in this position. Duties should be presented in order of importance.)

1. To transport Containers from quay side(vessel) to yard locations appearing in the Pager in a safe and effective manner
2. To transport containers from assigned vessels using tractors to specific allocated positions therefore adding support to container terminal operations.
3. To perform all activities in accordance to Company Safety standards therefore contributing to a safe working environment.
4. To pre-check trailers before operating such as fuel engine oil, water coolant and tyre for better efficiency during operations.
5. To ensure tractors are maintained at all times and report any repair work needed to foreman for maintenance purposes.

### Job Dimensions

#### 4.1 Main Working Area (Mark 'X' as applicable)

(a) Inside Office only	<input type="checkbox"/>	(b) Field (Outside only)	<input type="checkbox"/>
(c) Plant / Operation Area	<input checked="" type="checkbox"/>		

#### 4.2 Does the job involve regular travel?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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if yes, state area / location (x):

(a) Within Free Zone / Dubai	<input type="checkbox"/>	(b) Within UAE	<input type="checkbox"/>
(c) Between Dubai & Jebel Ali	<input type="checkbox"/>	(d) International	<input type="checkbox"/>

How often?

(a) Daily	<input checked="" type="checkbox"/>	(b) Monthly (No: of times)	<input type="checkbox"/>
(c) Weekly (No: of times)	<input type="checkbox"/>	(d) Quarterly (No: of times)	<input type="checkbox"/>

#### 4.3 Tools regularly used, or Equipment operated as part of the job. (Please state exact software, machinery or tools in the boxes below)

<b>Computer System</b>	None
<b>Office Equipment</b> <small>(e.g. Fax, Photocopier)</small>	None
<b>Machine / Light / Heavy Vehicle</b> <small>(if any specify)</small>	Heavy Truck with Trailer, ITVs,
<b>Technical Instruments</b> <small>(if any specify)</small>	PAGING SYSTEM (Tait)

**NOTE: THE JOB DESCRIPTION DOES NOT RESTRICT TO THE DUTIES MENTIONED IN SECTION 3. THE JOB HOLDER MAY BE REQUIRED TO PERFORM ANY OTHER RELATED TASKS TO MEET DEPARTMENT'S OBJECTIVES AS ASSIGNED BY HIS OR HER SUPERIOR.**

**4.4 Explain the Job Content (or) How the job is performed. State briefly.**

The job holder will be required to transport containers in a safe and efficient manner. He will also be required to and compile with Fatal Risk Standards, Safe Work practices and HSE policy. He/she will also be required to implement and compile with Environment, Health, Safety and Security policies and procedures.

Position / Job Title / Department / Organisation / Company	Purpose	Frequency (How often?)
Tally Clerk, TT Foreman, TT Supervisors, Control Room Staff, etc.	Receive work instruction	Daily

**Job Specification****8.1 Education / Qualifications / Professional Training** (minimum qualifications required to perform the Job)

<b>Essential</b>	Higher Secondary / High School
<b>Desirable</b>	OTC Training in ITV (Internal Employee)

**8.2 Work Experience** (No: of Years and areas of expertise required for the Job)

1- 2 years of experience as a Heavy Truck / Tractor Driver

**8.3 Technical Competencies** (technical skills required to perform the role)

Valid UAE driving license for Operating Truck – Internal 3 / External 4 OTC Training in ITV  
 Safety procedures and standards Operating ITV  
 Loading & Unloading Containers

**8.4 Behavioral Competencies**

Competency Type	Level
Initiative	1
Achievement Orientation	1
Concern for quality	1
Adaptability	1
Teamwork and Cooperation	1