



British Embassy
Bangkok

Border Force Driver

Application Closing Date: 19 August 2018

Border Force plays a key role in preventing terrorism, crime and illegal immigration. It also has a vital role in supporting national prosperity, through the facilitation of legitimate travel and protection of revenue. It operates with a number of key partners in terms of security and law enforcement.

We are currently recruiting Driver who will provide reliable and courteous transportation service to customers with safety as top priority. Provide a communication link between customers and staff, operate and maintain assigned vehicles(s) and maintain vehicles and customer records.

The Driver is expected to -

- Operate assigned vehicles in a safe and courteous manner;
- Maintain defensive driving;
- Provide a communication link between customers and staff;
- Assist passengers, including handicapped, in and out of the vehicles, operates ramps, lifts and securest devices as needed;
- Read and interprets maps and driving directions to plan the most efficient route service for customers, reads and interpreters road signs in English;
- Present safety briefings to passengers prior to each trip departure;
- Keep the assigned vehicles(s) clean both inside and outside;
- Check water, gas, oil and mechanical conditions before starting journey
- Report delays and accidents;
- Maintain accurate, up-to-date records on trip sheets, customer transportation forms, vehicle maintenance, fuel purchases, incident reports, accident reports, vehicle conditions reports and other records that are requested from management;
- Report defects or problems with vehicles to supervisors;
- Perform minor vehicle repairs; skilled in reasoning skills to interpret policies and procedures, maps and route directions and ability to administer First Aid;
- Perform minor maintenance tasks on assigned vehicles(s) as required;
- Fuel the assigned vehicle(s);
- Coordinate the schedule for major or periodic vehicle maintenance with management and staff to minimise service interruptions;
- Respond immediately to accidents or medical emergencies by notifying emergency response providers and rendering First Aid until emergency personnel arrive.

Essential Qualifications and Experience

- Must have a current Thai driving licence
- Training on highway safety rules and regulations.
- Able to communicate effectively in English and Thai
- Willingness and ability to work flexibly and be prepared to work out of office hours
- Knowledge on vehicle parts and maintenance
- Willing to be based at Laem Chabang port



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Required Competencies

Changing and Improving, Making Effective Decisions, Delivering at Pace

Other benefits and conditions of employment

The British Embassy offers a competitive remuneration package, including salary of 22, 686 Thai Baht per month (will be abated for those not liable to tax), benefits, a leave entitlement, Health Insurance and comprehensive development programme based upon business need and individual staff requirements.

The successful candidate will work for an average of 38.5 hours per week. However, given the nature of this job, occasional weekend work or work outside of normal office hours, usually at night is expected.

Employment offers are subject to successful clearance of pre-employment and security checks. Staff who are locally recruited by the British Embassy are subject to Terms and Conditions of Service according to local employment law.

No accommodation or relocation expenses are payable in connection with this position. You must have or be able to obtain work authorisation in Thailand in order to apply. Any costs related to obtaining or renewing permits and visas are the responsibility of the successful applicant.

To Apply:

Please send your Thai CV to Thailand.Recruitment@fco.gov.uk before 23:55 (Bangkok time) on 19 August 2018.

We regret to advise that we will only be contacting short-listed candidates. Applicants called for an interview will be assessed on the core competencies listed above.

The successful candidate should be able to start as soon as possible.

The British Embassy is an equal opportunities employer and aims to reflect the diversity of British and Thai society. We welcome applications from suitably qualified individuals, regardless of race, gender, religion, sexual orientation, disability or age. All applications are treated on merit.