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| **Duties for the post of Officer (Transport)** | |
| 1 | To assist in the planning and day to day management of the vehicles of the Authority. |
| 2 | To ensure the collation and analysis of vehicles logbooks and other transport related documentation. |
| 3 | To ensure maintenance/repairs of all vehicles of the Authority in a timely manner and that all safety requirements are met. |
| 4 | To carry out road test of vehicles as and when required. |
| 5 | To monitor the transport system through the GPS |
| 6 | To ensure allocation of work to drivers as required |
| 7 | To conduct such other related duties as assigned |
| 8 | To play an active role in promoting safety and security at the MPA |
| 9 | To adhere to and promote MPA’s corporate values |
| 10 | To contribute to the enhancement of the Port environment |