



Cumberland Council

Post Specification

Date	September 2023
Post Group Number	7228
Post Title	Drive Technician
Job Family	Operations
Job Family Role Profile	OP3
Final Grade	Grade 6

To be read in conjunction with the job family role profile

Service Area description

Provider Services – Community Equipment Service

The Community Equipment Service provides a range of equipment and services to Health and Social Care customers to enable people to continue to live at home and to remain independent for as long as possible.

Purpose of this post

The role of the Driver Technician is to assist in the efficient and effective delivery of a range of activities related to quality equipment provision by using agreed processes and practices.

Key job specific accountabilities

1. Undertake driving and delivery duties across Cumbria to deliver, fit, demonstrate, and adjust equipment to ensure it works effectively so risks to customers are minimised and statutory requirements are met
2. Undertake collection duties to ensure equipment is dismantled and uplifted safely, efficiently and respectfully in order for it to be returned to stores for the purpose of refurbishment and re-issue
3. To drive vehicles as dictated by license conditions which will include carrying out daily vehicle checks as per the CCC driver's manual.
4. Responsibility for ensuring all relevant documentation and instructions are provided to the equipment user
5. Maintain and contribute to relevant records using appropriate electronic and paper-based systems to ensure records are complete and accurate
6. Communicate with customers and their carers in a sensitive and informative way to ensure equipment is delivered, demonstrated, or collected appropriately.
7. Comply with all relevant Health and Safety procedures e.g. Incident Reporting, Infection Prevention, Manual Handling, Road Traffic Act, PPE, to ensure the safety of self, colleagues and customers

Please note annual targets will be discussed during the appraisal process

Key facts and figures of the post

Budget Responsibilities	<ul style="list-style-type: none"> • None
Staff Management Responsibilities	<ul style="list-style-type: none"> • None
Other	<ul style="list-style-type: none"> • None
Essential Criteria - Qualifications, knowledge, experience and expertise	
<ul style="list-style-type: none"> • Basic literacy and numeracy skills • Experience of working with members of the public preferably in a care related environment • A full driving licence with at least 1 years driving experience • Physically fit with the ability to lift heavy items in accordance with Health and Safety procedures • Commitment to ongoing personal development through the attendance of regular training e.g. equipment familiarisation • Be committed to working as part of 'one team'. • Ability to work plan and organise daily activities to ensure work is completed efficiently and effectively and in line with the needs of customers 	
Disclosure and Barring Service – DBS Checks	
<ul style="list-style-type: none"> ○ This post does not require a DBS check. 	
Job working circumstances	
Emotional Demands	<ul style="list-style-type: none"> • Exposure to some situations that could be emotionally demanding
Physical Demands	<ul style="list-style-type: none"> • Exposed to significant lifting and carrying, i.e. small plant and machinery, containers etc.
Working Conditions	<ul style="list-style-type: none"> • Normal working conditions in a range of locations including warehouse, customer domestic premises and care homes • Extensive travelling across Cumbria
Other Factors	
<ul style="list-style-type: none"> • Rota based work pattern to include weekends 	