# **PERSON SPECIFICATION: Driver PCV - Casual POST REFERENCE: 106383**

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)  | DESIRABLE CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training**
* **Specific qualifications (or equivalents)**
 | Driving licence including D provision (F, I)Must hold a Drivers Certificate Professional Competence | Minibus Driver Assessment Scheme (MiDAS) training (F) |
| * **Work or other relevant experience**
 | Previous experience of working in a customer focussed environment. (F) (I)Previous experience of transporting clients. (I) | Previous experience of working with children and adults with disabilities. (F ) (I)Previous experience of vehicle maintenance. (F) (I) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |

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| * **Skills, abilities, knowledge and competencies**
 | To be able to demonstrate good communication skills (F) (I) | tieodeoAble to produce hand written records of maintenance and travel logs on request. (F)Basic knowledge of general maintenance of vehicles. (I)Experience of operating a vehicle passenger lift. (I) |
| * + **General competencies**
 |  | Experience of working under pressure and to a time-table. (I) |
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**On-going Training Requirements**

The post holder will be required to undertake the following mandatory/essential training at the frequency indicated.

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| **Mandatory/Essential Training** | **Frequency** |
| Annual training in relation to Certificate of Professional CompetenceManual Handling – PeoplePassenger Lift TrainingVehicle InspectionEmergency AidSafeguardingInformation GovernanceHealth and Safety | AnnuallyEvery three yearsEvery three yearsEvery three yearsEvery three yearsEvery three yearsAnnuallyEvery three years (or when required) |

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.