

Job Description

Job Title: Mobile Unit Driver

Reporting to: Mobile Fleet Coordinator

Job Summary:

Community Dental Services provides specialist care dental services to those patients most in need. A key element of our service is to provide dental care to people who find it difficult to travel to a High Street Dentist by bringing the dental service to them. The Mobile Unit Driver will drive one of the Community Dental Services fully equipped Mobile Dental Units to pre-arranged locations for the scheduled dental treatment of patients or for various community events.

Bases:

This position is based at one of three bases

- Dental Care Centre, Kimbolton Road, Bedford, MK40 2NT
- Colworth House, Colworth Park, Sharnbrook, Bedfordshire, MK44 1LQ

Travel will be required to other CDS locations or corporate contracts across the country. All employees will be requested to travel to all locations for Community Dental Service contracts.

Key Relationships:

- Mobile Fleet Coordinator
- Dental Teams
- Regional Operations Managers

Main Duties and Responsibilities:

- Collect the Mobile Dental Unit from its designated base.
- Carry out the necessary pre-drive checks and processes to make sure that the unit is safe to drive and use.
- Drive the Mobile Dental Unit and dental team if required to the pre-arranged venue.
- Ensure that the Mobile Dental Unit is set up correctly and safe for use.
- Assist the clinical team with patients e.g. taking patients from site to the mobile and using the vehicle lift.
- Return the Mobile Dental Unit back to base and carry out the necessary end of day processes to the vehicle.
- Perform routine basic maintenance and interior and exterior cleaning as required.
- Report any problems, damage or mechanical issues to line manager.
- Arrange maintenance of vehicle with specified providers as required.
- Complete and maintain a log of inspections and the operation of the vehicle.

This job profile is not intended to be a complete list of duties and responsibilities but is a guide to the job and will be subject to periodic review and alteration in response to changing service requirements and in consultation with the post holder.

Effort and Environment

The following information is required for all posts in order for the “effort and environment” factors required for Agenda for Change to be taken into consideration when banding posts.

Information Required	Please complete as appropriate for the role
<p>Physical</p> <p>Examples - the nature, level, frequency and duration of the physical effort required for the job e.g. Kneeling, crouching, work in confined space, sitting, standing, walking, lifting, pulling, running, pushing.</p>	<p>Community based role. Will be required to assist with the tail lift and manoeuvre patients' wheelchairs as required. Carrying of light loads for example AdBlue containers for fueling and boxes of sterile water.</p>
<p>Mental</p> <p>Examples - the nature, level, frequency and duration of the mental effort required for the job e.g. Checking documents, calculations, analysing statistics, operating machinery, microscope work, assessing patients, formal minute taking, and teaching.</p> <p>Also measures whether the post holder will be subject to interruptions</p>	<p>The role will involve extended periods of driving.</p> <p>Likely times of waiting while the dental team carry out their care for patients, so need to be able to manage your own time accordingly.</p>
<p>Emotional</p> <p>Examples - the nature, level and frequency of emotional effort required to undertake clinical or non-clinical duties that are generally considered to be distressing and/or emotionally demanding. E.g. giving un-welcome news to staff/patients, dealing with difficult situations / circumstances or, caring for the terminally ill, typing / processing reports / letters transmitting highly distressing events, managing major change etc.</p>	

<p>Working conditions</p> <p>Examples - the nature, level, frequency and duration of demands arising from adverse environmental conditions and hazards which are unavoidable and required for the job. E.g. Frequent use of a VDU, exposure to extreme temperatures, working at heights, unpleasant smells, dust / dirt, aggression, noxious fumes, chemical spills, fleas, lice, body fluids, foul linen.</p> <p>It also includes any exposure to aggressive / challenging behaviour</p>	<p>Need to be aware of the potential hazards involved with working within a vehicle.</p>
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NOTE

The duties and responsibilities outlined in this job description although comprehensive are not definitive and you may be required to perform other duties at the request of your manager.

Person Specification

Mobile Dental Unit Driver

Factors	Essential requirements	Desirable requirements
Education & Qualifications: E.g. Driving licence categories, above the age of 26, no more than 6 penalty points on licence	Category C1 or above on current driving licence. No more than 6 penalty points on driving licence.	
Knowledge: E.g. Requirement of technical expertise or knowledge specific to the role	Must have extensive knowledge of driving laws and road safety.	
Experience: Previous experience relevant to the post E.g. experience necessary to effectively perform role		Experience of driving 7.5 tonne vehicle. Previous customer/public facing role.
Skills and Ability: Additional expertise acquired through practice or training which is a requirement of the post. E.g. Team Leadership, motivational or organisational skills, communication skills etc.	Organisation and route planning skills.	
Personal Qualities: Special aptitudes relating to the demands of the post E.g. Team – player, flexible	Excellent communicator. Confident and comfortable to be able to communicate with employees at all levels. Proactive, self- motivated and flexible. Good timekeeper. Smart and well presented. Enthusiastic and cheerful.	