

## **Person Specification**

### **PART TIME MINIBUS DRIVER**

The qualities, experience or knowledge are those we believe most important in determining our choice of candidate. They are not listed in order of importance.

#### **Essential:**

- Must have at least D1 entitlement on driving licence
- To have experience of regular driving commitments.
- To be over 21 and under 69 years old and have held a full clean UK driving licence for at least 2 years and have no serious motoring convictions for at least five years and no bans for at least ten years.
- To be able or ability to learn to drive a larger vehicle safely showing due consideration to passengers and other drivers.
- To have strong communication and advocacy skills.
- To be able to communicate with passengers. To be able to take care of the travelling needs of passengers.
- To be able to work as part of a team.
- To show initiative in resolving problems when required.
- To be able to take instruction and learn quickly in a changing situation.
- To be able to undertake regular vehicle checks including oil, water and battery levels. To be able to maintain their vehicle in a clean and hygienic condition.
- To be able to undertake route planning and map reading.

#### **Desirable:**

- Have extensive experience of driving within Ealing and surrounding areas.
- To have experience of working with people with mobility difficulties.

#### **Personal Qualities:**

- To be patient and courteous with all passengers.
- To have a special and caring nature.
- Able to get on with people from all backgrounds and in all circumstances in a polite and sensitive way. This includes people from all ethnic groups, religious groups, people of both sexes, people with disabilities and people in social need.
- To be sympathetic to the needs of elderly and disabled people.
- Have interest in, or the commitment to the social objectives of a non-profit making, charitable organisation.
- To be reliable and conscientious.
- To be honest
- To be able to work independently without supervision.
- To be able to stay calm in difficult situations.
- To be flexible in their approach to their work.
- To be punctual.
- To be committed to doing their job well.