

Health for All (Leeds)

Sessional Driver

COMMUNITY TRANSPORT SERVICE

JOB DESCRIPTION

PAY: £7.83 per hour plus £1.17 per hour holiday pay

HOURS: Various as and when required

OFFICE BASE: Tenants Hall Enterprise Centre, Acre Close, Leeds LS10 4HX

RESPONSIBLE TO: Health for All (Leeds) Trustee Board

REPORTS TO: Transport Manager

MAIN PURPOSE OF THE POST:

To drive the minibuses for Health for All's member groups on a casual basis, as and when required. Must have clean driving licence with D1 entitlement, be aged 25 – 65 years and have a good knowledge of the Leeds area.

DUTIES:

- To make vehicle checks before and after use and complete the relevant paperwork
- To provide effective and safe transport for member groups
- Report all faults and problems when found
- To work alongside existing staff and volunteers
- To complete all job sheets and forms effectively and concisely
- To undertake any further task required to further the aims and objectives of Health for All
- To carry out the duties of the post with regard to HFA's Policies.