**DWP Voluntary Work Experience; Driver Role Profile:**

**Purpose of Task**

· To drive the FareShare Cymru vans on collections and deliveries of food as directed by the shift co-coordinator, in accordance with food safety legislation & the Highway Code.

**Main Responsibilities**

· To safely drive the vans on collections and multi-drop deliveries of food.

· To carry out routine checks on the vans at the start of each shift and take shared responsibility for the safety and maintenance of the van during the shift.

· To undertake a driver’s awareness assessment, involving a practical assessment. This includes understanding and applying the guidelines and procedures set out for safe driving before driving any vehicle on behalf of FareShare Cymru as outlined in our driver handbook.

· To assist with other delivery related work. This may include compiling itineraries, planning routes, making up orders, sorting food, loading and unloading vans.

· To assist with the upkeep of the vans and premises, including assisting in carrying out a regular cleaning schedule.

· To undertake basic training in Food Hygiene and manual handling.

· To carry out any other duties which may reasonably be required in light of the main purpose of the role.

· To attend in a timely manner as agreed in order to enable completion of deliveries on time.

**Skills and Experience**

Where required, reasonable support and training will be provided to develop capability for the role.

· Full UK driving licence, no fewer than six points, no previous bans. Over 25 with at least one year driving experience. You will be required provide a driving licence check code every six months.

· Working with food means a good standard of personal hygiene will be expected.

· Able to follow procedures and work in a team, on own initiative & under pressure.

· An ability to work with people in a flexible and efficient manner.

· Must be prepared to work flexibly and navigate van when necessary.

· Physically fit and aware of safety especially when loading vehicles.