



Your job

Job Title: Driver Technician with specific decom duties

Service: Early Intervention

Grade: 4

Reporting to: ICES Manager/Deputy Manager

As a Driver Technician you will form part of a team working across seven days per week. You will deliver and fit equipment across Wigan, helping support people with daily living activities providing independence and helping avoid admittance to Hospital. You will be part of a team providing a Service that is connected to some of the most vulnerable in our society dealing with individuals and reporting back regarding a wide range of medical and social issues. you will also collect equipment and return to store if a Service User no longer requires it. You will be expected to react to urgent and same day equipment request from Services across the Health and Social Care system, proving support to Hospital departments to prevent admittance and speed up discharge from hospital. Liaising directly with family, friends and the Service User themselves you will be expected to make contact and organise routes allowing you to deliver to upwards of 30 people per day. As part your role you will assist with the decontamination of equipment. You will load and unload vans, deliver equipment (by carrying to various locations), safely and carefully install and correctly document equipment delivered using handheld scanners. You will input information relating to the equipment into a database system. You will assist the store Managers and Supervisors in general duties within the equipment Store.

Mandatory Statement

The Council is committed to complying with European General Data Protection regulations (UKGDPR) and meeting the requirements of the

Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection regulations.

Wigan Council is an active, strong, and committed corporate parent. As a priority, all employees have a responsibility towards the children we look after and care leavers, not just those employed by the Children's Directorate.

In this job you will:

In the next 12 months, you will:

- Deliver, fit, and test equipment to the specified requirements of prescribing officers from both Health and Local Authority Service Users.
- Encounter, communicate and help to support some of Wigan's most vulnerable residents.
- Attend relevant training as directed by line manager
- Work as part of the decontamination unit with cleaning of equipment and input of data relating to equipment
- Be Kind and treat people with dignity.
- Form part of a fast efficient delivery service providing critical equipment to support health and social care within Wigan.

On an ongoing basis you will:

- You will use and be accountable for Council vehicles with responsibility for regular maintenance checks, filling in log sheets and indicating daily schedule and mileage.
- Operate outside your comfort zone providing critical help and support to a wide range of Services providing equipment prescribed to support and improve people's daily lives.
- Have responsibility of furniture raising, adhering to prescribers required height, correctly fitting various styles of furniture raisers.
- Work as part of the decontamination unit with cleaning of equipment and input of data relating to equipment
- Ensure cost effective use of equipment supplied by ICES
- Be courageous when dealing with prescribers offering advice and suggestions regarding equipment use and provision.
- Understand the equipment provision process working with prescribers following and during assessments.

- To undertake duties and responsibilities in a timely manner to meet the standards and response times expected.
- Be responsible for own Health and Safety and ensuring to follow the Councils policies and ensuring awareness of your responsibility as employee of the Council
- Provide a safe, fast and efficient service for Wigan residents.
- Deal sympathetically and empathetically with all Service Users encountered daily.

Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules

In this job you will need:

You must be able to demonstrate the following essential requirements:

- Full valid, driving licence with 12 months driving experience, experience of driving a transit van would be advantageous.
- An understanding and positive approach of the needs of older people and people with disabilities
- Willingness to obtain qualifications relating to the fitting of aids to daily living and to undertake training to fit equipment that requires specialised knowledge.
- The ability to use the required equipment for the completion of delivery notes e.g., Handheld computer and scanner.
- Knowledge of Disability equipment use and installation and the function of the equipment stores.
- Ability to make decisions based on Service user's furniture to fit appropriate raising equipment.
- Willingness to work under pressure to carry out rapid discharge requirements and emergency equipment fitting.
- The ability to communicate with prescribing officers to facilitate correct equipment supplied.
- Consideration and sensitivity to the needs of Service Users and their families or carers.
- The ability to carry out demanding physical activity often in cramped working conditions.
- The ability to work on your own and as part of a team and using your initiative.
- To work flexibly in your approach to hours which will include working weekends/bank holidays and shifts on a rota basis.
- The post will be subject to an enhanced DBS check.

Our Culture

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **TeamWigan** behaviours.

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| Be Positive | “ Take pride in all that you do and support and develop yourself and others. ” |
| Be Accountable | “ Be responsible for making things better, enabling change and supporting improvement. ” |
| Be Courageous | “ Be open to doing things differently and working collaboratively with others. ” |
| Be Kind | “ Be helpful, generous and thoughtful towards yourself and others. ” |