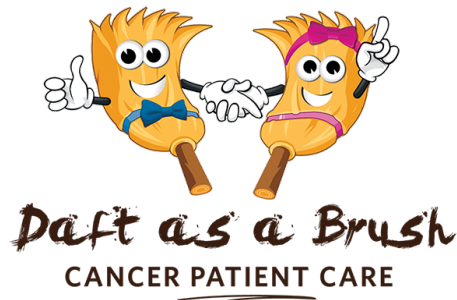




## **Volunteer Role Description & Person Specification**

**Role Title:** Fleet Support Driver (Volunteer)

**Reports to:** Fleet Manager or Volunteer Manager

**Location:** Daft as a Brush (DAAB) House, vehicle depots, and various locations as needed

**Time commitment:** Flexible; typically, a few hours per week, depending on fleet needs

**Expenses:** Out-of-pocket expenses reimbursed in line with DAAB policy

**Checks:** Reference (no DBS required; driving licence checks required)

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### **Why this role matters (the “job purpose” bit)**

Our ambulances are the lifeblood of Daft as a Brush’s patient transport service and keeping them roadworthy is a team effort! As a Fleet Support Driver, you’ll help move vehicles for handovers, maintenance checks, and cleaning, making sure every ambulance is ready for action. You won’t be carrying patients, but you’ll be a vital cog in the machine, helping us deliver safe, reliable transport for those who need it most. If you enjoy driving, like a bit of variety, and don’t mind swapping your satnav for a squeegee now and then, this could be the role for you.

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### **What you’ll do (key responsibilities)**

#### **Fleet movement & support**

- Move ambulances and support vehicles between DAAB House, garages, and service points for scheduled maintenance, cleaning, or handovers.
- Assist with vehicle handover procedures, ensuring keys, paperwork, and equipment are transferred correctly.
- Carry out basic vehicle checks (fuel, tyres, cleanliness) before and after moving vehicles.
- Report any defects, damage, or concerns promptly to the Fleet Manager.

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## Maintenance & compliance

- Support regular maintenance schedules by ensuring vehicles are in the right place at the right time.
- Help keep vehicles clean and tidy, inside and out (no need to bring your own sponge—unless you're attached to it).
- Follow DAAB's safe driving policies and procedures, including licence checks and health declarations.

## Teamwork & communication

- Work closely with the Fleet Manager, Volunteer Manager, and other drivers to coordinate vehicle movements.
  - Represent DAAB professionally when interacting with garages, service providers, and the public.
  - Maintain accurate records of vehicle movements and handovers.
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## Person Specification

### Essential (must-haves)

- Full, clean UK driving licence
- Good overall health and physical ability to move vehicles and equipment.
- Reliable, punctual, and organised.
- Willingness to follow safe driving and vehicle maintenance procedures.
- Friendly, approachable, and able to work as part of a team.
- Commitment to DAAB's values and safeguarding policies.

### Desirable (nice-to-haves)

- Experience driving larger vehicles (ambulances, minibuses, vans).
  - Knowledge of basic vehicle maintenance and safety checks.
  - Previous experience in a fleet, logistics, or transport support role.
  - Sense of humour and a love of variety.
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## What you'll gain

- A warm, supportive team; induction and ongoing training.
  - Confidence and transferable skills in fleet support and logistics.
  - The satisfaction of keeping a much-loved charity's fleet running smoothly (plus the occasional free biscuit).
  - Reimbursed expenses in line with policy.
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## Practical bits

- **Induction & training:** Fleet support basics, DAAB policies, and safe driving procedures.
- **Supervision:** Regular check-ins with your supervisor and open-door support from the team.
- **Accessibility:** We'll make reasonable adjustments, please tell us what you need to volunteer comfortably.

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- **How to apply:** Complete the online application, clearly stating the role you are applying for.

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