



- Adhere to the Code of Practice as set out by the Transport Manager

## Person Specification

### *Essential*

- Embody the values of Clayesmore
- Clean driving licence with D1 or PCV D1 category
- Ability to communicate well with pupils, parents and colleagues
- Good organisational skills
- Excellent timekeeping
- Experience of working effectively in a team
- Well presented
- Hard working and possesses a good ethic towards customer care

### *Desirable*

- Previous experience of driving large vehicles
- Previous experience of working in an educational establishment

All drivers must undertake the minibus driver training course and assessment prior to carrying out this role.

Willingness to undertake first aid training as available is desirable

.....  
(Job Holder)

.....  
(Human Resources Manager)

Date: .....

Date: .....

**Date reviewed :**        **May 2021**  
**Reviewed by :**        **Transport Manager / Human Resources Manager**

Clayesmore School is an Equal Opportunities Employer