

**Job Description – Beauparc**

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| **Job Title** | Driver Trainer |
| **Reports to**  | Fleet Compliance Manager |
| **Primary Location**  | Quarrington (Eastern Traffic Area) |

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| **Purpose*** To ensure that the statutory and operational requirements for safe, competent drivers are met.
* To assess driving standards and to provide appropriate feedback to develop driver skills throughout the Group.
* To enhance understanding, providing invaluable support and guidance in all aspects concerning driver behaviour, and facilitate areas where intervention is required.
* To deliver a professional training programme aligned to regulatory requirements, such as Driver Certificate of Competence (DCPC).
* The Driver Compliance Trainer and Assessor will be sufficiently qualified.
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| **Key accountabilities*** Assess new drivers coming into the company with an induction training pack
* Driver assessment training of new drivers/agency drivers to the company.
* Report writing on driver’s performance with guidance for improvement.
* Keep a continuous driver development plan for each driver.
* Populate and deliver driver CPC training across the group of drivers within the UK.
* Compile and assist in the implementation of driver risk assessments & safe systems of work
* Be the custodian of the driver’s handbook and update in accordance with legislation, industry standards and group policy.
* Monitor the drivers (LMS) learning management system.
* Assist the fleet compliance manager with accident or incident investigation throughout the group locations with the UK.
* Monitor all vehicle related incidents and provide support and recommendations based on cause.
* Develop and assist incident technical alerts or toolbox talks to drivers.
* Annual driver training assessments and report writing.
* SAFED driver training and driver skills technique improvements.
* Identify other areas of training improvements and facilitate where required (Operator Licence Awareness Training, for example).
* Provide the fleet compliance manager with monthly training and vehicle incident statistics in readiness for the monthly governance meeting.
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| **Experience and Skills*** The Driver Trainer should hold either previous or present experience or qualifications within the following fields:
* Road transport managers certificate of professional competence (desirable)
* DVSA LGV Instructor (or on the LGV register) (essential).
* DVSA ADI (Approved driving instructor) (desirable).
* DVSA Fleet driver trainer (desirable).
* A training qualification or proven experience as a classroom trainer (essential).
* Train the trainer experience (PTTLS, for example) (desirable).
* H&S qualification. IOSH working safely. (desirable).
* IT literate. In Microsoft products. (essential).
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*Beauparc aims to attract and retain a skilled and diverse workforce that best represents the talent available in the communities in which our assets are located and our employees reside.*

*(DE&I Policy Statement)*