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**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). |

*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)*