

- *** The above is not an exhaustive list but an outline of your duties. All Restore Datashred employees need to be aware that they may be asked to perform tasks and be given responsibilities as reasonably requested.**

- Safe and compliant driving.
- Completion of allocated customer services.
- Accuracy of PDA and service information.
- Customer service standards.
- Adherence to route and operational instructions.
- Vehicle check and defect-reporting compliance.
- Drivers' Hours and Working Time compliance.
- Attendance and timekeeping.
- Security of confidential material.
- Reduction of avoidable missed or failed services.
- Appropriate care of Company vehicles and equipment.

- Full UK driving licence, (Category C licence)
- Valid Driver CPC.
- Valid Digital Tachograph Driver Card.
- Good communication skills, both written and verbal.
- Ability to apply the principles of customer care.
- Must have the ability to maintain confidentiality and discretion at all times.

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002	11/01/21	Denyse Thompson	04/01/21	Head of People Operations	People Operations Team Leader	Page 1 of 1
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revised to allow 1 template to be used across 5 Business Unit's --- change of document ownership to People Operations						

