

Landmark Coaches

COACH DRIVER JOB DESCRIPTION



Main Duties	To drive a Passenger Carrying Vehicle in a professional and safe manner, in order to transport customers to and from their required pick up and destination points.
	To drive vehicles in a professional and courteous manner as would be required under a Department of Transport PCV driving test.
	To ensure that the vehicle is roadworthy by carrying out a walk-around check and completing a vehicle condition report.
	To comply with The Highway Code and Road Traffic Act at all times.
	To immediately report any road traffic collisions, incidents or near misses to a manager as soon as possible and in any event within 24 hours. Reportable incidents includes vehicle damage, any third party damage and personal injury.
	To ensure that vehicles are loaded within legal capacities.
	To load and unload the luggage lockers.
	To keep the vehicle clean and tidy at all times.
	To treat all customers in a professional and courteous manner at all times.
	To be considerate and helpful at all times whilst on duty.
	To handle vehicles and other company equipment with due care and attention.
	To maintain a smart and tidy appearance.
	To carry out duties in a safe and efficient manner.
	To comply with all Health & Safety and Company instructions.
	To carry out any other duties as may be required by The Company.
Required Qualifications and Experience	Must hold a valid PCV licence with no more than 6 penalty points.
	Must hold a current and valid CPC card.
	Must be able to work under own initiative.
	Must be able to demonstrate an understanding of written and spoken English.
	Must have good people and communication skills and have experience of delivering excellent customer service.
	Must have a good knowledge of travel within the local area.
	Must be able to work unsocial hours.
	It is desirable that you have a good knowledge of travel within the UK and London.