



Southern Regional Health Authority

Clarendon Health Department

Compassion | Accountability | Respect | Efficiency

1-3 Jackson Street, Denbigh, Clarendon, Jamaica WI

Tel: (876)986-4548/ 828-1894

Website: www.srha.gov.jm



The Southern Regional Health Authority (SRHA), a Statutory Body under the Ministry of Health & Wellness responsible for the management and operation of Public Health Services within the Parishes of Clarendon, Manchester and St. Elizabeth, invites applications from suitably qualified persons for the following position at **LIONEL TOWN HOSPITAL**:

DRIVER (LMO/DR 1 - Pay Band 2) - (TEMPORARY)

(Salary range \$1,181,440 - \$1,588,912 per annum and any applicable allowances)

Job summary

Under the general supervision of the Hospital Administrator, the incumbent is responsible for providing transportation services through driving the Authority's vehicles, delivery and collection of mail and packages, transporting patients and staff. These services are to be provided while ensuring safety and timeliness in the execution of responsibilities.

Minimum Required Education and Experience:

- Secondary School Certificate
- Certification, Defensive Driving Techniques and First Aid
- Successful in the driving test carried out by the Island Traffic Authority
- Must be at least twenty-one (21) years old, the holder of a valid Class C License with a minimum of five (5) years' experience as a Driver
- Authorization by Island Traffic Authority to drive Government vehicles
- Possession of a safe driving record
- Basic Motor Vehicle Mechanics would be an asset
- Certification in Emergency Medical Technician would be definite asset

Required Knowledge, Skills & Competencies:

Core:

- Good oral and written communication skills
- Good interpersonal skills
- Possess good integrity/ethics
- Good teamwork and cooperation

Technical:

- Knowledge of Defensive Driving Skills
- Knowledge of the Road Traffic Act of Jamaica
- Ability to interpret policies and procedures, maps and route directions.
- Ability to recognize vehicle maintenance needs and defects where possible
- Ability to prepare concise and accurate reports.

Key responsibilities will include:

Technical/Professional/Administrative

- Transporting patients or designated persons to hospitals other facilities.
- Carrying out minor repairs to the assigned motor vehicle and maintaining the vehicle in good working condition.
- Writing reports concerning any accidents, damage, and loss of parts from the vehicle.
- Reporting all defects or deficiencies to the Transport Manager promptly.
- Recording all movements of vehicles in the Daily Assignment Book.
- Ensuring gas advance cards and their usage are treated according to existing policies and procedures.
- Administering the "Vehicle Checklist" at the start and end of each shift.
- Ensuring that all vehicles are operated within the Road Traffic Act of Jamaica.
- Ensuring that the vehicle is in proper working order before leaving the compound.

- Assisting Ambulance Attendants/Porters by moving the sick and injured to and from ambulance by stretcher or wheel chair.
- Transporting patients for special treatment to other health facilities in and out of the region.
- Obtaining signatures for items delivered and received.

Special conditions associated with job:

- Employees in this job class are at increased risk of road accidents due to high driving speeds under emergency conditions, and often are in physical contact with people who have contagious diseases. Safe work practices and protective clothing are required.
- Hepatitis B vaccination must be available to drivers; drivers must be familiar with the ambulance service procedures control plan regarding exposure to body fluids and infections.
- Drivers often work under pressure and at irregular hours; help to lift and move patients, and perform other physically demanding jobs, which may result in back pains and musculoskeletal problems due mainly to incorrect lifting techniques.
- Expected to work beyond normal working hours and on weekends and Public Holidays.

Applications along with resume should be sent no later than **Wednesday, March 26, 2025** to:

**Senior Human Resource Officer
Clarendon Health Department
1-3 Jackson Street
Denbigh, Clarendon
E-Mail: lthjobs365@gmail.com**

****IMPORTANT NOTE: WE WILL ONLY ACCEPT APPLICATIONS BY EMAIL****

****PLEASE INDICATE IN THE 'SUBJECT LINE' THE NAME OF
THE POSITION TO WHICH YOU ARE APPLYING****

NB. ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED