

## 1. Job details

<b>Job title</b>	<b>IHCD Technician</b>
<b>Salary band</b>	<b>Band 6</b>
<b>Accountable to</b>	<b>Station Manager</b>

## 2. Job summary

The post holder will be responsible for responding to emergency and non-emergency situations treating and transporting patients whilst ensuring high quality, professional and compassionate care.

## 3. Main duties and responsibilities

<b>1</b>	Assess, attend and transport patients and relatives in accordance with St John Ambulance policies and procedures, including JRCALC guidelines
<b>2</b>	Accurately complete all documentation relating to patients, vehicles and equipment in accordance with SJA Policy and submit within required timeframes to SJA management office
<b>3</b>	Work within the relevant Scope of Practise (SOP) for the designated role and provide treatment up to the post-holder's assessed ability in line with current best practice under IHCD & JRCALC guidelines
<b>4</b>	Be aware of the patient's social and environmental condition and report any Safeguarding matters to the appropriate person or body
<b>5</b>	Uphold and comply with designated cleaning routines to including vehicles, equipment and areas of the garaging facilities to ensure that infection prevention and control standards are adhered to
<b>6</b>	Carry out vehicle and equipment checks at the start of and during each shift to ensure the readiness of the vehicle, equipment and consumables to respond as required. Report all defects and damage in accordance with SJA policies and procedures
<b>7</b>	Drive all vehicles in emergency/non-emergency situations legally and in accordance with the SJA driving policy while demonstrating consideration for the comfort and safety of the patient, vehicle sympathy and showing consideration for other road users
<b>8</b>	When required act as the clinical lead and be responsible for the lower skill qualified member of Staff
<b>9</b>	Achieve and maintain clinical competence to include all relevant skills and knowledge in relation to this role. Actively engage in CPD events and the development and maintenance of a personal development portfolio
<b>10</b>	Undertake operational duties on a 24/7 rota from designated stations or group of stations within the region. On occasions you may be expected to travel to undertake a shift in another district and or region
<b>11</b>	Perform any other duties commensurate with these responsibilities, the band of the post and skills and qualifications of the post-holder

<b>4. Person specification</b>			
This is a specification of the experience, skills etc. that are required to effectively carry out the duties and responsibilities of the post (as outlined in the job description) and forms the basis for selection.			
<b>Requirements</b>	<b>Essential and desirable criteria</b>		<b>Method supporting assessment</b>
	E	D	
<b>Education and qualifications</b>			
Educated to GCSE level or equivalent (Grade C)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
Full UK manual driving licence with category B. No more than 6 penalty points	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
Full UK manual licence with C1, D & E categories	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application form
IHCD D1 & D2/ROSPA/IAM driving qualification or be able to progress to successful completion within 6 months of commencing the role	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
IHCD Ambulance Technician Certificate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
<b>Experience</b>			
Experience of emergency and non-emergency driving with a statutory service or SJA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application form/interview
A minimum of 1 year's experience working at IHCD Ambulance Technician level	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
A minimum of two years driving experience since first holding a full UK Licence	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Experience of working with Bariatric, Paediatric and Neonatal patients	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application form/interview
A minimum of one year experience of front line emergency responding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
<b>Skills, knowledge and abilities</b>			
Excellent interpersonal skills with ability to communicate effectively at all levels	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Ability to use Microsoft® applications at intermediate level	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Ability to complete paperwork to exacting standards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
Demonstrate ability to work in an emergency ambulance environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Ability to prioritise objectives and work schedules to make best use of time and resources	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Ability to deliver a high quality patient experience and ensure customer satisfaction at all times	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
<b>Motivation</b>			
Ability to work on own initiative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Willingness to adapt and learn new skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Willingness to travel across the region	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
Ability to travel to various work locations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form

**This role is exempt from the provisions of the Rehabilitations Offenders Act.**

This job description is intended as an outline indicator of general areas of activity and will be amended in light of the changing needs of St John Ambulance. It is expected that the post holder will be as positive and flexible as possible in using this document as a framework.

Initials: HR

Date of preparation: 07/04/2014