



**POSITION ANNOUNCEMENT
MEDICAL MOBILE UNIT DRIVER**

Department:	Operations	Supervisor:	Director of Clinic Operations
Status:	Full Time	Date:	May 2021
Location:	Baton Rouge (Mobile)		

A. SUMMARY: Responsible for driving the Mobile Medical Unit from its storage/parking place to places of services and maintenance. In addition, is responsible for the set-up and break down of the mobile site equipment before and after. Driver may assist and / or perform registrations.

B. PRIMARY RESPONSIBILITIES:

1. Drives the mobile services vehicle from place of storage/parking to service areas, complying with all motor vehicle codes and regulations.
2. Prepares and sets up the vehicle for services as well as break down at the end of session.
3. Ensure mobile unit is site ready (maintain tanks, fuel level, etc.)
4. Serve as primary driver of mobile medical unit.
5. Helps maintain cleanliness of the vehicle as directed, including interior and exterior.
6. Performs general cleaning, organization and maintenance of equipment/working areas as assigned.
7. Turns on and off all necessary equipment (water, WIFI, generators, etc.) at the beginning and end of each day.
8. Manage and facilitate maintenance schedules for unit, scheduling preventive maintenance, cleaning, and repairs, as needed.
9. Assists patient on and off the Mobile Unit.
10. Maintain confidentiality of patients.
11. Provides a high level of customer service, assisting customers in a friendly and helpful way, representing the organization in a positive responsible manner.
12. Cross trains to assist with patient registration, and other appropriate non-clinical duties.
13. Completes Occupational Medicine testing after validation such as urine dip sticks, urine drug screens or any other applicable testing.
14. Ensure safety of CSMD patients and staff are a top priority.
15. Promptly informs supervisor of real or potential problems.
16. Build and maintain relationships at the MMU locations and in the communities we serve.
17. Observe OSHA, state, and federal safety regulations.
18. Secure all necessary traffic & parking permits for the mobile vehicle as appropriate.
19. Participates in activities and duties related to emergency management during a local state of disaster as directed by appropriate county managers.

C. ORGANIZATIONAL RESPONSIBILITIES:

1. Knowledge and understanding of Employee Handbook.

2. Carry out the meaning of the CSMD Mission and Vision statements.
3. Perform responsibilities with a high-quality standard to yield improved compliance, quality, and patient outcome measures by adhering to the Quality Improvement Plan.
4. Practice a culture of safety to reduce or prevent risk of injury, claims, loss or liability by utilizing the Risk Management and Infection Control Plan.
5. Attend in-service trainings, departmental meetings and community events.

D. REQUIREMENTS

- a. High school diploma or equivalent.
- b. Two years of healthcare or community or public health experience.
- c. Must possess or be able to a valid obtain Louisiana Class “E” vehicle operation license. Commercial Driver License (CDL) preferred.
- d. Must have 3 years of experience driving and maintaining medium to heavy trucks, mobile unit, or large rig.
- e. Excellent driving record.

E. SUPERVISES

N/A

F. PHYSICAL REQUIREMENTS:

1. Frequent – Sitting, lift/carry up to 50 lbs., push/pull up to 50 lbs. of exertion, crouching, crawling, feeling, work in confined spaces, exposed to extreme temperatures, and work at heights balancing.
2. Frequent – Climbing, reach further than arm’s length, and use/exposed to hazardous substances.
3. Always – Standing, walking, stooping/kneeling, lift/carry up to 30 lbs., push/pull up to 25 lbs. of exertion, fine dexterity, grasping/holding, talking, hearing, visual acuity (1, 2, 3 & 4), operate tools/machinery, including office equipment, and repetitive motions.

G. WORK ENVIRONMENT:

1. Indoor – vehicle/office, environmentally controlled
2. Exposure to disease or infections
3. No vibrations
4. Exposure to artificial and/or natural light
5. Exposure to outdoor weather elements.

APPLICATION PROCEDURE:

Apply online at www.caresouth.org/jobs. CareSouth is an EOE.

CLOSING: Until filled.