

**LIFELINE Blood Services
183 Sterling Farms Drive
Jackson, Tennessee 38305**

Job Title:	<i>Bloodmobile Driver</i>
Department:	<i>Donor Services</i>
Reports to:	<i>Director of Donor Services, Facilities Manager, Coordinator</i>
Supervises:	<i>N/A</i>
Hours:	<i>Full-Time Monday – Saturday Hours Vary with Blood Drive Schedule * Due to the possibility of business needs changing, LIFELINE reserves the right to change an employee's primary schedule.</i>
Travel:	<i>Possible travel to the collection site may be necessary</i>

Job Description

This position is responsible for performing all duties related to the efficient, safe, and compliant driving of bloodmobiles, and reports to Facilities and Fleet Manager concerning fleet problems. Assists in the set-up and break down of the mobile site equipment before and after the blood drive

Duties and Responsibilities

The list of essential functions, as outlined herein, is intended to be representative of the duties and responsibilities performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position. All employees are required to perform all assigned duties in compliance with internal SOPs, external regulations, and internal policies, bring compliance issues to the attention of management and assure quality customer service to all customers.

- Inspects bloodmobile prior to the leave time (mobile maintenance check list).
- Load bloodmobile prior to blood drive.
- Drive assigned fleet vehicle to and from the drive site.
- Assist with setting up and tearing down of drive sites and to ensure quality of blood components when performing phlebotomy.
- Performs donor registration process
- Performs mini-physical
- Performs donor interview and evaluates suitability of donor for donation based on current Standard Operating Procedure (SOP) criteria.
- Maintains current required licensure for driving.
- Reports any needed repairs and maintenance to the Facilities Manager appropriately.

Training

Chapter 1, NEON I & II, Annual cGMP, Annual Safety, Medical Ethics, Customer Service, Blood Establishment Computer Systems, and all required departmental and interdepartmental training.

Distracted Driving and Driving Practicum

CPR (recommended) and First Aid

Qualifications

EDUCATION: High School diploma or equivalent.
Commercial driver's license required.

EXPERIENCE: On the job training.

SKILLS: Language skills must include the ability to read, write, speak English effectively and follow oral and written instructions consistent with policies and procedure, SOPs or other requirements. • Documentation accuracy required. • Ability to make sound decisions under pressure. • Effective planning and organizational skills • Demonstrate the ability to multi-task. • Ability to function as a key team member in a high-level production environment coupled with strong organization skills • Ability to work independently and to meet deadlines. • Demonstrated ability to work without direct supervision. • Must be able to make simple decisions based on well-defined choices. • Ability to communicate effectively with the staff and the public to enhance LIFELINE's relationship with the community.

Working Conditions

Functions are regularly performed inside and/or outside with potential for exposure to adverse conditions, such as inclement weather, atmospheric elements and pathogenic substances. Performance of this job could expose the employee to blood-borne pathogens. The noise level in the work environment is usually low to moderate.

Physical Requirements

Employee is required to stand, walk, sit, and have the ability to lift a minimum of 50 pounds.