

## Driver - Medical Equipment Technician

### Job Description

This key position is responsible for completing client home safety evaluations to determine the appropriateness of equipment to be ordered. Perform routine equipment checks and ensure complete comprehension with written and oral client instruction. Ensure a safe client environment for the use of equipment by educating clients on the use of equipment.

### Primary Function

- Deliver set-up and follow-up on equipment in accordance with company policy and procedure.
- Instruct the client on the safe/proper use of the equipment being delivered.
- Educate patients on the benefits of oxygen and nebulizer medications.
- Have thorough understanding of all equipment the company provides.
- Complete all paperwork promptly and accurately to support the delivery and billing functions including, but not limited to, Invoice, Customer Information Checklist, Product Information for Customer form (PIC), Care Plan, Education Checklist, Waiver as needed, obtain signatures and provide copies, etc.
- Perform safety checks and inspections to ensure that equipment is working properly.
- Confirm understanding and compliance with the physician's order.
- Obtain a return demonstration to ensure understanding.
- Respond to client questions and concerns; refer unanswerable questions to Manager.
- Perform routine maintenance as required by policy.
- Maintain a neat and clean appearance wearing the company supplied uniform and name badge.
- Perform all job duties in a safe, orderly and courteous manner.
- Be respectful and courteous to all clients, co-workers and supervisors.
- Deliver equipment clean and in a timely manner.
- Load equipment safely to assure no damage or injury.
- Sign and date all delivery documents.
- Complete performance and safety checks on equipment prior to delivery.
- Contribute beyond fundamental responsibilities.

### Warehouse:

- Take on-call as assigned by the Manager.
- Complete the On-Call Log for all calls received (attach a copy to timecard for payment).
- Respond to calls deemed emergencies.
- Troubleshoot concerns over the phone when appropriate.
- Provide proper backup systems for client needs, keeping in mind location.
- Keep Emergency Preparedness Plan (EPP) Binder current and with vehicle at all times.
- Notify center manager when a problem develops you cannot handle.

### Vehicles Maintenance and Operation

- Report all incidents immediately (accidents, client facility damage).
- Complete an incident report and follow accident report procedures for all vehicle accidents.
- Complete a daily pre-delivery inspection of your vehicle (oil, fluids, glass, etc.)
- Wash vehicle inside and out weekly.
- Complete a comprehensive monthly vehicle inspection.
- Maintain vehicle according to the manufacturer specifications for routine maintenance (oil changes, tire rotation, etc.)
- Notify Manager when non-routine vehicle maintenance or repair is needed.
- Complete Delivery Log daily.

- Report all traffic violations immediately to Management.
- Adhere to all Department of Transportation and Food & Drug Administration regulations.

**Minimum Qualifications**

- High School diploma or GED required.
- Minimum of one year experience in a customer service environment, preferably in the medical field.
- Must be an individual with strong people and customer relations skills, possess an attitude compatible with the philosophy of improving the quality of life of others, be mechanically inclined and be well organized.
- Must also hold a valid driver's license with no moving violation or accidents.

**Physical Requirements**

- Lifting and loading of equipment into and out of delivery vehicles and patient homes.
- Minimum physical requirements are the ability lift 100 lbs.
- A physical examination by designated doctor will be required to certify that the individual can meet this minimum physical requirement. DURG SCREENING REQUIRED

**Quality Team Inc. is an Equal Opportunity Employer**

**Any offer of employment is contingent upon the results of a pre-employment drug test and background check.**

**The above job definition information has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job. Job duties and responsibilities are subject to change based on changing business needs and conditions.**

**Job Location Bakersfield, CA**

**Position Type**

Full-Time/Regular