

LAPTOP COLLECTIONS PROCUREMENT - 2023



We're Generation - a charity in the UK delivering training courses to support the unemployed into life-changing jobs. We've supported c.2000 people to date across the UK and we're growing fast!

We deliver our training courses remotely (over video calls like Zoom). However, some people don't have the tech at home they need for this. So we help them out by loaning them a laptop and sometimes wifi dongles.

With postal strikes and everyone's busy lives, it can sometimes be hard for us to get our tech back from learners after our training so that we can send it on to another jobseeker.

We are looking for a driver/drivers/service to collect laptops and tech equipment from our learners after they finish courses and return them to Generation.

We're offering super flexibility - choose your own hours, great pay per hour and a job with social impact and making a difference at its heart.

The job would involve...

- Visiting the homes of our learners to collect tech equipment (Generation will let them know a collection is coming)
- Travelling to the location to request the loaned laptop and tech equipment
- Wearing a Generation branded t-shirt and friendly interaction with learners on their doorstep
- If in London, dropping the tech equipment back at the Generation HQ in London
- Or if not in London, taking the tech equipment to a secure location, letting Generation know to book a courier and giving the equipment to the courier

We're looking for help with this service in London, Birmingham, Manchester, Leeds and Dublin and willing to pay by the hour or per unit of tech equipment returned.

This is initially a short-term contract work (estimate 50-100 hours through December/January) and we're predicting about ~60 collections across London and ~20-30 in each of the other regions in the next 3 months.

Choose your own hours and help a small charity get laptops to people who need them to overcome the digital divide!

Drivers/service providers will need...

- Own vehicle (car or van with secure storage for up to ~20 laptops in boxes) and appropriate insurance/MOT (proof required)
- Driving license of drivers for vehicle with < 6 points
- Own phones / comms devices
- Evidence drivers have past DBS checks (which Generation will cover)
- Right to work in the UK

Please respond by close of play on 10th December 2021 to hugh.chatfield@generation.org to detail how you meet this brief. We welcome applications for the UK and Ireland separately or together.

Please outline any requirements that you cannot meet, or that will be exceeded within your price.

The decision of the successful supplier will be made considering ability to meet the above requirements and the quoted price.