



JOB POSTING

Transportation Driver

Casual

Better Living Health & Community Services has an opening for the position of a casual Transportation Driver. The Driver is responsible for the safe transport of clients. They will also be responsible for overseeing regular maintenance of vehicles. The ideal candidate will have a strong concept of excellent client service. The Transportation Drivers reports to the Supervisor of Transportation Services.

The Successful Candidate for this Position Must Have the Following Qualifications:

- Completion of Secondary School, minimum Grade 12
- A minimum of 12 months of related experience
- A current valid G-Class driver's license and clean driver's abstract
- Experience with driving older adults and/or people with disabilities and special needs
- Experience with Mobile Device Terminal (MDT) and/or Driver Mate software
- Knowledge of community-based programs and services
- Knowledge of basic vehicle maintenance, including daily safety checks
- Level of physical fitness appropriate to the position's duties
- Successful completion of *Vulnerable Sector Screening* within one month of employment

The Successful Candidate for this Position Must be able to:

- Drive clients to and from appointments.
- Keep in contact with the office staff to report changes, challenges, and client issues.
- Lift approximately 10-15 lbs. (i.e. walkers, groceries).
- Assist clients with getting in and out of the vehicle, and with their walkers, canes and shopping bags.
- Participate in the day to day vehicle maintenance and other vehicle problems which may arise. Checks and maintains fluid levels.
- Conduct a daily circle check on the vehicle. Reports any damage or any maintenance that may be required.
- Maintain the condition of the interior and exterior of vehicles by keeping the vehicle clean and safe.
- Check vehicle interior for any articles left behind by clients and turn all items in to the Supervisor Transportation Program.
- Check daily schedule and report discrepancies to the office staff.
- Observe organizational and departmental health and safety practices and procedures.
- Maintain knowledge, observe, and practice appropriate procedures with respect to Fire, Safety, Quality, and environmental standards.

- Attend staff meetings and training sessions as scheduled. Participate in supervisory meetings with the Supervisor, Transportation.

SALARY: \$ 17.00 per hour

Please email or fax your cover letter and resume to Human Resources. Resumes will be reviewed as they are received, until a candidate is found.

E-Mail: hr@betterlivinghealth.org

Fax: 416-510-1104

Please quote ***"Transportation Driver"*** on the cover letter and e-mail subject line.

Better Living is an equal opportunity employer and is in accordance with the Ontario Human Rights Code, Employment Standards Act and Accessibility for Ontarians with Disabilities Act. Applicants need to make their request for accommodation known when contacted. Thank you to all who express interest in this position and we welcome all resumes however only those granted an interview will be contacted. No phone calls, please. Thank you.