

Employment Opportunity

Van Driver

Senior Care
Casual, On-Call

Flexible work hours may include some evenings and weekends

North York Seniors Centre provides programs and services to promote the physical, emotional and social well-being of adults 55+ living in our diverse community.

This position reports to the Supervisor, Client Services

Responsibilities:

- Drive minivan to pick up and drop off clients according to the daily schedule
- Assist clients in and out of the minivan and to assist them with baggage and walkers
- Ensure the care and maintenance of the agency vehicle
- Completes daily paper work
- Assist in facilities as requested
- Promote and maintain a high standard of customer service that is client focused
- Compliance with Health and Safety Regulations, Ontario Traffic Safety Act, MTO Regulations and internal Senior Care policies and procedures
- Participate in team meetings and various fundraising events as appropriate
- Good exchange of information with other transportation drivers to maintain effective communication, scheduling and continuity of care for our clients

Qualifications/ Skills:

Experience: 5 years of experience driving a minivan or similar vehicle
Other: Proof of valid G class driver's license and a current driver's abstract
Completion of a vulnerable sector screening 1 year or less
Experience working with seniors
Good physical condition to support client's mobility and lift up to 20 lbs.
Fluent in verbal and written English; other languages, an asset
Current First Aid and CPR certification

Please submit your resume by **Friday, August 31, 2018** to:

Mail North York Seniors Centre,
Attn: Human Resources Department
21 Hendon Avenue, Toronto, ON M2M 4G8

Fax: 416 733.1858

E Mail: hiring@nyseniors.org

No phone calls, please.

North York Seniors Centre is an equal opportunity employer. Thank you to all who express interest in this position. Only those candidates selected for an interview will be contacted.

North York Seniors Centre is committed to providing accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act ('AODA'). Applicants need to make their request for accommodation known when contacted.