

## Employment Opportunity

---

### Van Driver

### Transportation

Part Time

*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. As a PSW with NYSC, you will deliver exceptional care to clients within their homes. Your role will involve providing personal care, companionship and light housekeeping.

This position reports to the Supervisor, Transportation.

#### RESPONSIBILITIES:

- Operate G-class vehicles in a safe and courteous manner.
- Provide door-to-door service and guided assistance for clients and staff to and from various locations and assist with agency-related deliveries.
- Carry and lift-assisted devices and personal belongings, up to 20lbs.
- Conduct and record daily vehicle inspections. Report all maintenance needs and concerns.
- Perform minor vehicle maintenance tasks.
- Comply with all 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.
- Provides good exchange of information with other transportation drivers to maintain effective communication, scheduling and continuity of care for clients.
- Participate in continuous quality improvement processes and assist the Transportation Team with research and development of best practices
- Promote and maintain a high standard of customer service that is client-focused

#### QUALIFICATIONS/ SKILLS:

<b>Education:</b>	High school diploma or equivalent preferred
<b>Experience:</b>	Minimum 2 years of experience driving a minivan or similar vehicle Experience working with seniors
<b>Other:</b>	Valid G-class driver's license with a clean, current driver's abstract Vulnerable Sector Screening (issued within the past 6 months) Physically able to support client mobility and lift up to 20 lbs Fluent in verbal and written English; additional languages are an asset Current First Aid and CPR certification Compliant with NYSC's Vaccination Policy

**PLEASE SUBMIT YOUR RESUME BY TO:**

**E Mail:**  [hiring@nyseniors.org](mailto: hiring@nyseniors.org)

**Opportunity:** This is a current existing position

**AI Disclosure:** North York Seniors Centre does not use AI to screen candidates

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.

North York Seniors Centre is an equal opportunity employer. Thank you to all who expressed interest in this position.

**Only those candidates selected for an interview will be contacted. No phone calls, please**