



# SOUTH VANCOUVER NEIGHBOURHOOD HOUSE

6470 Victoria Dr., Vancouver, BC V5P 3X7 ph: 604-324-6212 fax: 604-324-6116 website: [www.southvan.org](http://www.southvan.org)

Welcome Bienvenue Chào mừng Quý Vị ਜਆਇਆ ਨੂੰ Bienvenidos 환영합니다

## Seniors Shuttle Driver (Internal/External)

**Summary:** South Vancouver Neighbourhood House, a multi-service community agency, is hiring a regular part-time driver. The South Vancouver Better at Home Seniors Shuttle is a door-to-door transportation service that takes seniors in South East Vancouver (Killarney, Fraserview and Sunset) to where they would like to go in the community. We are looking for a reliable, outgoing, charismatic person to drive 3 days a per week (Monday-Thursday flexible).

### Key Responsibilities:

- Managing shuttle registration and booking process
- Organize efficient driving schedule to minimize wait times
- Safely transport senior passengers (i.e. enforce seat belts, no standees)
- Assist passengers as needed
- Collect payment and tickets from passengers
- Complete daily pre-trip vehicle inspections and report any issues to the program coordinator as needed
- Fuel vehicle on a regular basis
- Knowledge and willingness to assist wheelchair riders in embarking and disembarking
- Keep records of mileage, passengers, and other necessary documentation
- Abide by COVID-19 transportation safety protocol and guidelines
- Promote SVNH services and programs

### Qualifications:

- Holds a valid driver's license (class 4 preferred)
- Acceptable driver's abstract
- Passes a criminal record and vulnerable sector check
- Additional language representative of South East Vancouver such as Cantonese, Mandarin, Punjabi, Hindi, Spanish and Farsi is highly preferred
- Experience working directly with seniors and volunteers in a multicultural environment
- Client centered and person oriented
- Enjoys road maps and logistics
- Ability to make decisions and work independently
- First aid training

**Term:** 6 month regular part-time, 21 hour/week until March 31, 2021 (position may be extended funding dependent)

**Salary:** \$21.00/hour

**Posting Closing date:** October 2, 2020 **Position start date:** October 13, 2020

Please send covering letter and resume to: [jeannie.furmanek@southvan.org](mailto:jeannie.furmanek@southvan.org)

*Association of Neighbourhood Houses of BC is an equal opportunity employer. We place a high value on diversity and encourage qualified individuals from all backgrounds and identities to consider applying for the position. Only short-listed candidates will be contacted.*

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## Building Better Neighbourhoods Together Since 1977

