**Part-time Driver Job Description:**

**8 – 16 Hours, Bi-weekly**: ***As required depending on the daily schedule as need arises*** -- may include some evening and weekend driving. Applicant must be available to work a flexible schedule. Rate of pay: ***$13.59 p/hr + $1/hr during Covid-19 pandemic)***

Minimum requirements:

* Minimum Class 4 drivers’ license
* Clean driving abstract
* Clean criminal background check
* Clean child abuse registry check
* First aid and CPR certificate
* Experience transporting passengers
* Experience operating accessible vehicles – will train as required
* Volunteer or work experience with wheelchair users, intellectually challenged, and/or non-physically vulnerable clients an asset

Asset qualifications:

* Sensitivity training
* Emergency Intervention and conflict resolution
* Knowledge of TIR commercial vehicle regulations

Job duties:

* Significant interaction with the public
* Sensitivity to passengers’ various medical conditions, vulnerabilities
* Ability to present a courteous and professional manner
* Ability to remain calm under pressure
* Work both independently and as part of a team
* Attend all training sessions provided by CCTS (i.e. First Aid, Sensitivity Training)
* Attend the CCTS drivers’ meetings
* Ability to meet tight travel schedule
* Observe rules of road and safety as apply to commercial vehicles (as per TIR regulations)
* Defensive Driving
* Operate vehicle in manner considerate of frail passengers
* Operate vehicle in various road conditions
* Operate wheelchair ramps/lifts, other passenger safety equipment
* Bending, stretching, and lifting
* Write fare receipts & balance daily cash receipts
* Complete daily vehicle check sheets (lights, oil, washer fluid, etc.)
* Complete drivers’ reports as necessary (Cleaning sheets/Covid-19 screening questions)
* Maintain daily drivers’ logs