



JOB DESCRIPTION

TITLE: DRIVER – MEALS ON WHEELS SENIOR ACTIVITY CENTER (SAC)
HOURS: 30 HOURS PER WEEK – 8:30AM – 3PM
SALARY: \$21.00 PER HOUR – BUS DRIVER

SUMMARY OF POSITION:

The Driver provides transportation and assistance, as needed, for members of one of the Agency's several SACs and performs other services, as directed. This is more than just a driving job – you'll be helping older adults stay connected, active and independent.

Responsibilities:

- Assists the SAC Manager in notifying members or their families of pick-up times when there is a delay, as needed.
- Assists the SAC Manager to coordinate transportation for members (field trips, shopping trips, etc.).
- Reports to the SAC Manager any concerns regarding members or changes in their temperament, disposition, health, personal hygiene and sanitation, schedule, etc.
- Other duties as assigned.
- Performs all tasks in accordance with the Agency's Personnel Policies and Practices Handbook.

Qualifications:

- Valid CDL Class C, B or A with a P endorsement and a clean driving record is required.
- Dependable, consistent, good judgment and courteous.
- Must pass a pre-employment Drug & Alcohol Test and submit to random Drug & Alcohol Testing.
- Must pass a DOT physical as required by NYS DMV.
- Must be able to lift up to 30 lbs.
- Prior experience driving commercial buses preferred.
- Must be at least 21 years of age.

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER