



KETTLE & STONY POINT
Health Services

A-6275 Indian Lane
Kettle & Stony Point FN, ON N0N 1J1

Tel: (519) 786-5647
Fax: (519) 786-4541

JOB POSTING

Medical Transportation Driver (Contract Position X 3)

Kettle and Stony Point Health Services Chippewas of Kettle and Stony Point First Nation

The Chippewas of Kettle and Stony Point Health Services is looking to fill the position of Medical Transportation Driver, who, under the direction of the Health Director or designate, will primarily be responsible for providing ground transportation for community members to and from their scheduled medical appointments throughout southwestern Ontario including Sarnia, London, and Windsor. The Driver will ensure that all transportation forms will be billed appropriately including securing accurate information and fully completed verification data slips from all medical services providers as may be required by Health Canada. This role will respect and protect the rights of clients, including but not limited to their right to independence, autonomy, and self-determination and their right to privacy and dignity. Vehicle safety and safe driving practices are necessary and important aspects of this role.

Job Requirements

- Must have a good driving record with at least 5 years of driving experience in various environments and under various weather conditions.
- Class G Driver's License in good standing is mandatory.
- Clean vulnerable sector check
- Ability to deal pleasantly and effectively with community members, in potentially volatile and emotionally charged situations
- Ability to maintain positive professional boundaries without imposing personal judgments and expectations on individuals and families
- Ability to effectively communicate both verbally and in writing
- Ability to work individually as well as part of a team
- Ability to work under pressure
- Demonstrated time management skills
- Knowledge of safe patient lifting/handling techniques
- Proven knowledge of case management processes and procedures
- Valid first aid or CPR certification

Qualifications and Specifications

Education

- Grade 12 or equivalent required as a minimum
- First Aid and CPR

Experience

- Must have a good driving record with at least 5 years of driving experience in various environments and under various weather conditions.
- Class G Driver's License in good standing is mandatory.
- First Aid and CPR training
- Defensive driver certification is an asset
- Knowledge of safe patient lifting/handling techniques is preferred

Skills

- Ability to deal pleasantly and effectively with community members, in potentially volatile and emotionally charged situations
- Ability to maintain positive professional boundaries without imposing personal judgments and expectations on individuals and families
- Ability to effectively communicate both verbally and in writing
- Ability to work individually as well as part of a team
- Ability to work under pressure
- Demonstrated time management skills

Other

- Must be in good health with the ability to physically assist clients with disabilities and mobility devices.
- A Driver's medical is required on an annual basis
- A clear CPIC and a clean Vulnerable sector check is required

Preferential Hiring Requirements:

KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.

Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.

Successful applicant must provide a copy of their Diploma and other related certificates.

A full Job Description is available at request by calling Administration at 519-786-2125 or the Health Centre at 519-786-5647, or by human.resources@kettlepoint.org

PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES,

by: Friday July 23, 2021 by 4:00pm or until filled

TO: Chippewas of Kettle & Stony Point First Nation,

ATTN: Human Resource

Email: human.resources@kettlepoint.org

Interviews will be scheduled shortly after the closing date.

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT