



## About Jewish Family Services (JFS)

**Our Vision:** Through Jewish traditions, values and culture, to build a community where people can learn to care for themselves and each other with dignity, respect and compassion.

**Our Mission:** In the spirit of Tikkun Olam, our mission is to strengthen Jewish Communal life and to strengthen individual, family and communal life in the greater Ottawa community. This mission is accomplished through direct social service, partnership and advocacy

## Position Summary

JFS Ottawa is looking to recruit a Part Time Van Driver to provide our clients transportation to medical appointments and day programs for seniors, using a five-passenger minivan. The seniors are clients of Jewish Family Services (JFS), South-East Ottawa Community Health Centre (SEO), Abbotsford Senior Centre (Glebe Centre) and The Good Companions.

## Knowledge and Ability Requirements

- Must be familiar with transportation regulations and by-laws.
- Clear, current driver abstract
- Police Record Check required
- Responsible, reliable, punctual, courteous and safe driver
- Excellent communication skills, patient, reliable

## Qualifications/Experience

- Valid driver's license and proof of adequate insurance coverage
- Experience working with senior citizens and sensitive to the special needs of seniors and adults with a physical disability.
- Verbal fluency in English
- Experience in transporting small groups of people
- First Aid and CPR are an asset
- Understand the importance of client confidentiality
- A second language is an asset

Please send cover letter and resume to: [HR@jfsottawa.com](mailto:HR@jfsottawa.com),  
referencing 'Van Driver' in the subject line.

Deadline to Apply: August 21, 2020

Jewish Family Services of Ottawa supports equal opportunity employment. We are committed to a selection process and work environment that is inclusive and barrier free. Accommodation will be provided in accordance with the Ontario Human Right Code. Applicants need to make any accommodation requests for the interview or selection process known in advance by contacting the Assistant Executive Director responsible for the job posting. The Assistant Executive Director will work together with the hiring committee to arrange reasonable and appropriate accommodation for the selection process which will enable the applicant to be assessed in a fair and equitable manner.