Heskw'en'scutxe Health Services Society

3691 Deer Lane P.O. Box 188 Spences Bridge, BC V0K 2L0

MEDICAL DRIVER – Role is based in Merritt, B.C.
JOB POSTING

Join our dedicated team at Heskw'en'scutxe Health Services Society (HHSS) and play a vital role in improving the health and wellness of the Indigenous communities we serve. HHSS is a non-profit community-based health society dedicated to providing comprehensive healthcare services to Siska and Cook's Ferry Bands. Our services include public health, home health, prenatal care, diabetes management, children's oral health, medical transportation, mental health and substance use education, nursing, home care aides, cultural and wellness events, and administration of uninsured medical travel health benefits. HHSS is deeply committed to cultural relevance and safety in healthcare delivery, aligning with the culture and traditions of the communities we serve.

The MEDICAL TRAVEL DRIVER is a part of the community's health care team and reports to the Health Director. The Medical Travel Driver will provide safe, efficient, client driving to a high degree of standards. This position complements an existing team of part-time drivers to support rides for other locations in the Cook's Ferry and Siska territories.

REQUIRED QUALIFICATIONS

- Demonstrate safe, efficient, detailed cleaning after use of vehicle
- Demonstrated ability to assist patients, family members, or other clients with concern and empathy: respecting their confidentiality and privacy, and communication in a courteous and respectful manner
- Highly reliable to be available for assigned work
- Must reside in Merritt, B.C. or the immediate surrounding area to ensure timely response and vehicle access.
- A well-defined sense of diplomacy, including solid people management and conflict resolution skills
- Good organizational, time management, and prioritizing skills
- Demonstrated ability to work independently and as part of a team and community
- Computer skills: Microsoft Office, Word, Excel, email - Outlook
- Physically able to perform all assigned tasks
- Willingness to support HHSS events where possible and needed
- Clear Criminal Records Review Program with vulnerable sector
- Valid driver's license and current drivers abstract
- Current First Aid CPR-C Certification

ADDITIONAL DESIRED QUALIFICATION

- Understanding of Clinical Level Cleaning

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- Hazardous awareness
- Familiarity with Personal Protection Equipment (PPE)
- Familiarity with integrated health services
- Committed to continuing professional development
- Integrates First Nations knowledge into all aspects of health and well-being

RESPONSIBILITIES

Will include but are not limited to:

- Timely pick up and drop off of clients to medical appointments
- Maintain confidentiality and high standards of professionalism
- Daily cleaning of vehicles after use
- Follow and conform to all Federal and Provincial Laws
- Demonstrated ability to assist patients into vehicles and to appointments
- Read and understand all HHSS Policies
- Avoid conflict of interest
- Compliance with HHSS vaccination requirements
- Your system access and job role duties may involve access to our organization's sensitive information that must be safeguarded as an integral part of your job responsibilities.
- Personal commitment to treat as confidential all material and all information supplied, obtained, or created in connection with your employment with our organization and ensure compliance with applicable laws, including the provincial privacy legislation.
- Communicate and coordinate with Reception/Office for safety check-ins
- Pre-trip and Post-trip Vehicle Inspection and Kilometer tracking forms
- Post-trip vehicle cleaning
- Operate a cell phone, Apps, google maps, messenger, email
- Driving while maintaining a calm and respectful demeanor in stressful situations
- Provide detailed written requests for purchase orders for supplies for approval
- Other related duties as approved by the Health Director

Closing Date: Will remain open until filled. Preference will be given to qualified First Nations candidates. Heskw'en'scutxe Health Services Society offers competitive compensation packages including professional development, and the availability of company vehicles.

Position is full-time hourly $20-$22 per hour depending upon education and experience.

Please send resume and cover letter to: Nancy LaPlante, Health Director
PO Box 188 Spences Bridge, BC. V0K 2L0
Fax: (250) 458-2213
E-mail: nancy.laplante@hhssbc.ca