



## **POSITION VACANT**

### **COMMUNITY TRANSPORT DRIVER – Casual**

We are seeking a casual driver to join our Community Transport Team to assist us in delivering our community transport service.

#### **About the role**

You would be involved in delivering a safe and reliable transport service that operates door-to-door for our clients. In this role you would get to know our clients and be able to accommodate their needs by assisting them in and out of the vehicle, securing and storing their shopping or mobility device and ensuring they are seated safely.

Working independently or alongside other team members, including our wonderful volunteers, you will collect our clients from home and transport them to their destination and then transport them home afterwards. Depending on the trip you are conducting you may even be joining the social group for lunch at one of the local eateries across the district.

Your commitment to on-going training and skill development will be needed to keep up to date with the changing work environment for our industry, as we enter into the new Support At Home Program.

#### **Essential Licences and Registrations (or willingness to obtain within the first month) for this role include:**

- Drivers LR Licence (or higher)
- NSW Bus Driver Authority
- NSW Point to Point Driver Authority
- Current National Criminal History Check
- Current Working With Children Check
- Current First Aid Certificate
- Driver Licence Demerit Check
- Fully vaccinated against COVID-19
- Commercial Driver Medical

## Essential Criteria

- A genuine commitment to helping people live their lives to the fullest
- Excellent communication skills and ability to build rapport with our aged clients, colleagues and volunteers
- High level of punctuality and personal integrity
- Good organisational skills
- Ability to be flexible and respond to change effectively
- Display positive diversity & cultural awareness and sensitivity at all times
- Proficient in the use of technology such as mobile devices, email and the internet
- Good Driving record
- Willingness to undertake further training
- Willingness to work flexible hours

## Desirable Criteria

- Certificate III in Individual Support (Aged Care or Disability), or equivalent experience
- Experience with supporting and assisting elderly people
- Willingness to undertake office administration duties

## Application

To obtain a copy of the position description please visit [www.inverellcommunitysupport.org.au](http://www.inverellcommunitysupport.org.au). For further information about the role contact Sally Walters, Services Manager by emailing [servicesmanager@inverellcommunitysupport.org.au](mailto:servicesmanager@inverellcommunitysupport.org.au).

Your completed application addressing the criteria and your resume with two work related referees, should be emailed with *Casual Driver Application* in the subject line to:

Services Manager  
Inverell Community Support  
[servicesmanager@inverellcommunitysupport.org.au](mailto:servicesmanager@inverellcommunitysupport.org.au)

Applications close 4:30pm Friday 13th May 2022.