

JOB TITLE: Part Time Driver

DEPARTMENT: Veterans Assistance Commission of Kendall County

Reports to: Transportation Coordinator

Pay: \$17.00 HR

Schedule: Monday- Friday (Intermittent), Hours are based on transportation needs

PURPOSE: To provide safe transportation for Veterans to and from medical appointment and compensation and pension exams.

PRIMARY FUNCTIONS:

Safely transport Veterans to and from VA appointments

Ensure vehicles are clean prior to use.

Advise the Transportation Coordinator and Superintendent when service is needed for the vehicles.

Ensure vehicles are fully fueled prior to the next day's trips

Be able to transfer Veterans with mobility issues from vehicle to walker or wheelchair

Be friendly and courteous to all riders.

QUALITY AND SKILLS:

Friendly and Helpful

Excellent Driving Record

Ability to remain calm and collected in any circumstance

Safely navigate within the city of Chicago.