



# GARDEN RIVER FIRST NATION



## Employment Opportunity

**Position:** TRANSPORTATION DRIVER – Jordan's Principle  
**Duration:** FULL-TIME (35 hrs/week)  
**Salary:** \$16.00 – \$18.01 (**PENDING EXPERIENCE**)  
**Department:** HEALTH  
**Reports to:** JORDAN PRINCIPLE (JP) NAVIGATOR

**\*Garden River Members encouraged to apply\***

### Summary of Function:

The Transportation Driver – Jordan's Principle is responsible for transporting individuals and/or supplies and equipment, to and from various locations; for operating and maintaining a vehicle for the purpose of transportation for members of Garden River First Nation, while functioning within legislative requirements, regulations, policies and procedures and the Mission, Beliefs and Vision of the Garden River First Nation Wellness Centre, and contributes to the accomplishment of the strategic priorities.

### Duties/Responsibilities:

- Transporting individuals and/or supplies and equipment to and from various locations, which may include weekends
- Collecting prescriptions, wheelchairs, medical equipment, etc. as may be required and delivering to the appropriate destination
- Maintaining a logbook of all transportation provided (destination, etc.) and of all deliveries of supplies and completes the required forms
- Maintaining the medical van in good working condition at all times
- Assisting seniors and/or ill individuals in and out of van
- Responding to emergency situations and is on call on a 24-hour basis
- Providing emergency First Aid if necessary (i.e. CPR)
- Participating in supervisory meetings, performance appraisals and self evaluation
- Participating in ongoing development and team activities
- Performing other related duties as may be required and assigned.

### Qualifications:

- Secondary School Diploma;
- Must have a valid "G" Class driver's license;
- Must have minimum of five (5) years driving experience;
- Valid CPR and First Aid Certificate;
- Ability to travel frequently If necessary;
- Knowledge and interest in health issues affecting Indigenous people;
- Demonstrated sensitivity to and knowledge to the First Nation cultural values and traditions;
- Must be able to work after hours and weekends;
- Ability to deal effectively with difficult clients and conflicting situations;
- Ability to use good judgment in assessing difficult situations;
- Ability to be consistent and display a positive/helpful attitude;
- Ability to lift approximately 50lbs;
- Flexibility required to keep pace with an ever-changing environment;
- Willingness to accept changes in work practices and technology;
- Ability to work flexible hours including unplanned overtime;
- Ability to work under pressure to meet deadlines;
- Ability to work independently and collaboratively as a member of a team;
- Able to report for work as scheduled and to attend at work regularly;
- Must provide clean Driver's Abstract;
- Must undergo a criminal record check (CPIC), and a vulnerable sector check prior to employment.

Interested applicants can submit their cover letter, detailed resume, and three work related references by **Monday, August 24<sup>th</sup>, 2020 @ 12:00noon.**

Please address the envelope and/or email **"TRANSPORTATION DRIVER – JORDAN'S PRINCIPLE – 2020-47"** and submit to:

Human Resources  
Garden River First Nation,  
7 Shingwauk Street,  
Garden River, ON  
P6A 6Z8

Email: [employment@gardenriver.org](mailto:employment@gardenriver.org)

Paul Calic, Human Resources Manager

Date Posted: **Monday, August 10<sup>th</sup>, 2020**

We would like to thank all applicants that applied but only those selected for an interview will be contacted. Thank you for your interest in Garden River First Nation.