



— 2600 Netherland Avenue, Bronx, NY 10463 —
(718) 884-5900 | rssny.org

RSS, a nonprofit agency that champions older adults and their families through our wellness approach, seeks an experienced **Transportation Driver**. The position is part-time, 25 hours per week and supports the agency's **Senior Center Transportation Program**. The Transportation Driver operates a 21 or 19 passenger vehicle with wheelchair lifts and reports to the Transportation Coordinator.

Responsibilities

Transportation and Escort

- Knowledge of local roadways
- Transport older individuals to and from various destinations as required. –seniors centers, medical appointments, social/cultural outings, etc. Follow route sheets/schedule as developed by Transportation Coordinator. Complete daily passenger logs.
- Escort and assist older adults to and from vehicle in a safe manner. May assist clients who use a wheelchair and/or have other limited mobility issues.
- Ensure safety of passengers through the use of seat belts and other safety devices.

Vehicle Maintenance & Record Keeping

- Keep vehicle clean and in good operating condition; Inspect vehicle daily and report any operational/structural defects immediately.
- Report any accidents/incidents to Transportation Coordinator immediately. May be asked to report any accidents to insurance company.
- Oversee the maintenance, repair, and cleaning of vehicle (gas, oil, changing tires).
- Maintain vehicle repair log. Do simple data entry
- Pick-up and return vehicle to parking place.

Qualifications

A valid New York State Driver's License – CDL Class B with passenger endorsement. A minimum of three years of driving experience in New York City with no moving violations within the last 24 months. No convictions of DWI (driving while intoxicated). Must be in good health and demonstrate sensitivity to older persons.

Part-time 25 hours /week Monday – Friday Hours To Be Determined

Salary: \$ 18.00 per hour

Send resume, cover letter, and **Department of Motor Vehicles Abstract of Driving Record** to yvrosa@rssny.org with Transportation Driver in the subject line. Candidates without recent DMV Abstract will not be considered.

Proof of COVID full vaccination status is a condition of employment.