



Samson COMMUNITY WELLNESS

Employment Opportunities

Position: Driver (Female)
Reports to: Lead Driver/Community Wellness Manager

The Driver will report to the Community Wellness Manager/Lead Driver. This position requires the incumbent to work on a flex schedule and be on call 24/7. Responsible for transporting clients who require transportation for health services, health care, Women's Shelter, rehabilitation programs and detox treatment.

Responsibilities:

- ❖ Provide Community Wellness with services that include:
 - Pick up and deliver clients to various programs and services,
 - Transport students/youth to camps
 - Pick up and deliver materials, supplies and food to various programs,
 - Record all information ie; pick up/delivery, mileage, hours of service, incidents (if any), for reporting purposes,
 - Perform pre-trip, post-trip inspections

Required Organizational Skills:

- The ability to communicate in the Cree language and be knowledgeable in the ceremonies, and culture.
- Ability to communicate effectively verbally and provide well written reports,
- Strong organizational and problem solving skills,
- Must be willing to work on a flexible schedule.
- Available at all hours,
- Knowledge in computer programming ie; Microsoft Word, Spreadsheets, Power point.

Education:

- Minimum Grade 12,
- Experience working in demanding situations,
- Excellent communication skills including written,

Required Documentation:

- Copy of Valid Class 4 Driver's License
- Criminal Record Check
- Child Intervention Check
- Updated Resume with 3 references

Please submit the required documentation to:
SAMSON CREE NATION PERSONNEL DEPARTMENT
Phone number: 780-585-3793
Email: personnel.179@gmail.com/jrain.scn@gmail.com
Deadline for Applications:
April 6, 2022

