

The Scott Mission

Position: Driver

Department: Operations

Status: Full Time Permanent

Work Location: 502 Spadina Ave

POSITION SUMMARY:

The Driver will be based in 502 Spadina Ave and report to the Director of Operations. The Driver is responsible is picking up and delivering all schedule donations including food, clothing and other donated goods.

Position Responsibilities:

- Pick up and deliver all donations within the scheduled time windows
- Conduct Pre and Post trip vehicle inspections daily, including taking vehicle to service shops
- Operate vehicle safely and securely while adhering all TSM H&S policies and government regulations
- Learn the routes of pick up locations and plan accordingly before trips
- Sort donations and distribute to different departments for storage
- Handle donors inquires with hospitality and tact during pickup

Required Experience and Education:

- Valid Ontario G Driver's license, any truck driving experience or license is an asset
- Minimum 3 months of commercial driving or related work experience with a clean driving record
- Strong physical stamina, able to lift and push up to 50 plus LBS
- Excellent attendance record, reliable and dependable
- Excellent interpersonal skills and conflict resolution
- Good attention to details and good organizational skills

A combination of education and experience that demonstrates the ability to perform the responsibilities of this position may be considered in lieu of stated education and experience requirements. Interested applicants are invited to send a resume with cover letter to: careers@scottmission.com

The Scott Mission welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Employment is conditional to results of Police Reference Check and satisfactory reference.