



Southampton Council on Aging Van Driver Job Description

Duties: Transport seniors in the van to medical appointments, shopping, Senior Center activities, social/recreational opportunities and other errands

- Follow assigned daily schedule and stay on time; schedule may vary from day to day
- Complete daily maintenance checklist and gas logs
- Track and submit all collected van fares to the Council on Aging
- Hours vary from day to day depending on the number of appointments scheduled. Driver to be available between 7:00am to 5:00PM, Monday, Wednesday, and Friday. Coverage will include parts of Franklin, Hampshire and Hampden Counties.

The above examples of duties are not all inclusive, but rather a generalization of the needs of the related position.

Minimum Qualifications:

- Valid Driver's License
- Clean driving record
- Pass CORI check
- Pass DOT Physical
- Good communication skills with both the COA Director, staff, and riders
- Be understanding of senior needs and have patience with them
- Must be able to successfully complete training including defensive driving, accessible lift use & passenger securement
- Must possess CPR & First Aid certification or be able to obtain
- Must comply with the FRTA Drug/Alcohol Awareness program/policy
- Must comply with the FRTA periodic drug testing.

Wage Information:

- Hourly wage rate based on experience
- Hours vary but could be as much as 18-20 hours per week. No guarantee on the actual number of hours. Only actual hours of work will be paid. No pay for large gaps of time between passengers.
- No benefits included
- This position is funded through the Franklin Regional Transit Authority

Applications will be accepted until the position is filled and are available online:

www.townofsouthampton.org/get-connected/jobs

Kate DiSanto, Director, Southampton Council on Aging
413-529-2105; kdisanto@townofsouthampton.org
210 College Highway, Southampton, MA 01073