



# De dwa da dehs nye>s Aboriginal Health Centre

*We're Taking Care of Each Other Amongst Ourselves.*

## **Our Mission:**

Improving the health and well-being of Indigenous individuals, families and communities through wholistic Indigenous, Traditional and Western health care.

## **INTERESTED APPLICANTS**

Please submit your resume and cover letter to:

[humanresources@dahac.ca](mailto:humanresources@dahac.ca)

or

Attention: Human Resources  
Aboriginal Health Centre  
678 Main Street East  
Hamilton ON L8M 1K2

Nya:weh / Miigwetch to all applicants. Only those selected for interviews will be contacted

## **Deadline to Apply: Open Until Filled**

Please note that **ONLY** complete applications with cover letter will be considered.

Individuals with a disability requiring accommodation during the application and/or the interview process, please advise the recruitment contact so arrangements can be made.

***Preference is given to  
candidates of Indigenous  
Descent.***

## **Medical Transportation Driver (Contract until March 31, 2022)**

Reports to the Advocacy & Outreach Manager

Salary Range: \$38,000 - \$40,000

## **INTRODUCTION:**

Under the direction of the Mental Health & Advocacy Team Lead the Medical Transportation Driver provides on-site coordination & delivery of transportation services within the Wheels for Seniors Program. The Medical Transportation Driver provides transportation services to residents of Koogaadawin Manitou Residence as well as DAHC clients, patients, family members and community members. This service offers transportation to medical appointments, as well as health or social services that support the social determinants of health of Indigenous seniors. This position is required to liaise with DAHC staff, other medical transportation drivers, clients, and community members. The position will be based out of DAHC's Hamilton site with services extended to Brantford and surrounding area.

## **Roles and Responsibilities:**

- Excellent time management, organization, and scheduling skills
- Ability to work with computer programs such as Microsoft Office (Word, Outlook etc.) and Electronic Medical Record systems.
- Ability to take initiative and a proactive approach to daily tasks
- Ability to work independently and part of an interdisciplinary team.
- Knowledge of the Indigenous community & Indigenous Services providers
- Ability to provide services with a wholistic approach and perspective
- Excellent interpersonal skills
- Ability to manage sensitive and confidential information
- Knowledge of documenting case notes in participant files
- Knowledge of Personal Health Information Protection Act

**Candidate Differentiators:** In addition to requirements for the position, the ideal candidate would also possess some of the following qualifications:

- Three to five years driving experience & Maintenance of Vehicles either with Medical/social services or Senior's Programming
- Valid driver's license (Class G - Full)
- A clean driver's abstract is an asset
- Relevant Work Experience and/or Secondary school Diploma
- Criminal Reference Check
- Strong written and verbal skills (Report & Incident)
- Strong Computer Skills ie: Outlook, MS Word
- Electronic Medical Records (EMR) experience is an asset
- First Aid and CPR Certification

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- Demonstrated ability to work effectively with the Indigenous Community with other service providers

### Other Requirements:

- Must provide proof of full vaccination or medical or religious/creed exemption upon start date.

#### 100% Organization Paid Benefits

- Health Benefits
- Employee Life AD&D Insurance
- Business Travel Life and Disability Insurance
- Dependent Life Insurance
- Employee Critical Illness Insurance
- Travel Accident Insurance
- Long Term (LTD) Benefit

#### Retirement Benefits

- Hospitals of Ontario Pension Plan (HOOP) with Immediate Eligibility

*De dwa da dehs nye>s Aboriginal Health Centre has developed a compensation philosophy that will allow the organization to retain, motivate and develop talented people who share our values and contribute to our success.*