

Volunteer Driver-Accompanier

Schedule: To be discussed

Job description:

- Carry out road transport and assist the member in entering and exiting the vehicle;
- If requested, accompany members during their medical or other appointments;
- Communicate with members to confirm their transportation;
- Calculate the number of kilometers traveled per day and send the appropriate form every Friday to the administration.

Required Skills:

- Good driving record;
- Be empathetic and respectful;
- French and English (oral);
- Proficient in Microsoft Word, Excel, Outlook and Google Maps;
- Excellent customer service;
- 6 months to 1 year of experience in a related position.

Materials required:

- Insured vehicle;
- Cellular or tablet with Internet access.

Training:

A day of training with one of our volunteer drivers