

Job Title: Seniors' Transportation Driver

Last updated: August 21, 2026

Contract position: \$30.59/hour, up to 11 hours/week.

Duration: Sept 15, 2026 – March 31, 2028 with potential for renewal.

Job/Position Summary:

The Senior Transportation Driver provides safe, reliable, and compassionate transportation services for seniors travelling between Meadow Creek and Trail, BC. The driver operates an 8-seat passenger van, transporting clients to medical appointments, social engagements, and other essential destinations along the scheduled route.

This position plays an important role in supporting seniors' independence, well-being, and access to healthcare and community activities. The successful candidate will demonstrate excellent driving skills, professionalism, and a strong commitment to customer service.

Key Duties and Responsibilities

- Safely operate an 8-seat passenger van in accordance with all provincial traffic laws and organizational policies.
- Follow a scheduled weekly route between Meadow Creek and Trail, BC.
- Pick up and drop off seniors at designated locations, including medical appointments, community programs, and social engagements.
- Assist passengers with entering and exiting the vehicle as needed while maintaining appropriate safety practices.
- Ensure passengers are treated with dignity, respect, patience, and courtesy at all times.
- Maintain clear communication with passengers regarding schedules, pick-up times, and any delays.
- Conduct pre-trip and post-trip vehicle inspections and report maintenance concerns promptly.
- Keep the vehicle clean, fueled, and in safe operating condition.
- Maintain accurate trip records, mileage logs, and incident reports as required.
- Respond calmly and appropriately to emergencies or unexpected situations.

- Perform other transportation-related duties as assigned.

Work Experience and Skill Requirements:

- Valid BC Class 4 Drivers Licence, or willingness to obtain.
- Clean driver's abstract with a safe driving record.
- Current First Aid certification, or willingness to obtain.
- Satisfactory Criminal Record Check, including a Vulnerable Sector Check.
- Excellent customer service and interpersonal skills.
- Strong communication skills.
- Ability to work independently and manage time effectively.
- Reliable, punctual, and dependable.
- Ability to assist seniors with mobility needs while maintaining safe lifting and assistance practices.

Physical Requirements

- Ability to sit and drive for extended periods.
- Ability to assist passengers entering and exiting the vehicle safely.
- Ability to lift and carry light items, including walkers or small personal belongings.
- Good vision and hearing required for safe vehicle operation, using glasses, contact lenses and/or hearing aids if needed.

Supervision Received: The employee will receive direction from the Co-Executive Director (Food Security, Seniors, Community Engagement), the Team Lead – Seniors Program and the Seniors Transportation Coordinator.

To apply for this position or to receive more information please send questions or resume to admin@kaslo.services or call 250-353-7691 x.401

KCSS is committed to an equitable, diverse, and inclusive workforce. We welcome applications from all qualified persons. We encourage members of the BIPOC and LGBTQIA2S+ communities to apply.