JOB DESCRIPTION

Job Title: Medical Transportation Driver
Department: Operations
Reporting to: Transportation Manager
Classification: Permanent Full Time, Permanent Part Time, Temporary On-Call
Compensation: $9.79 per hour to start. Employee benefit package eligible for full time.
Effective Date: TBD
Probation Period: 90-Day Orientation

SUMMARY

Provide the transportation of patients/clients to and from hospitals, convalescent facilities, dialysis centers, rehabilitation centers, medical offices and their private residences in a safe, secure and professional manner.

REQUIREMENTS

1. Must comprehend, and comply with, the All Points Assisted Transportation Employee Handbook, Driver Manual, and Driver Training outline.
2. Exceed minimum age requirement of 23 years.
3. Must possess a valid California Driver’s license, and provide a current 10-year DMV printout.
4. No more than 1 moving violation or 1 “at fault” accident within the past 3 years.
5. Pass a mandatory pre-employment drug and alcohol screening.
6. Must pass a mandatory criminal background test.
8. CPR and First Aid certification.

DUTIES AND RESPONSIBILITIES

1. Transporting patients and clients utilizing company vehicles in a safe and professional manner.
2. Effective communicates with dispatch regarding schedule progress and to receive instructions.
3. Maintain a professional image and attitude in regards to clients, visitors and co-workers.
4. Complete daily vehicle pre-trip and post trip inspections, and maintain vehicle cleanliness.
5. Assist clients and patients as needed to safely complete the transfer.
6. Must understand instructions in English (both written and spoken).
7. Must be able to accurately complete activity logs vehicle reports.
8. Must be able to understand and operate GPS devices, 2 way radios, and cell phones.
9. Perform all duties as assigned by All Points Assisted Transportation.
10. Must be physically able to step up and down steps, safely secure clients for transport, lift up to 50 lbs, and transport wheelchair patients on paved and unpaved surfaces.