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.

REQUIRENENTS

- 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.
- 7. Possess a current DL-51A California driver medical card.
- 8. CPR and First Aid certification.

DUTIES AND RRESPONSIBILITIES

- 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.