



JOIN THE ANDREW FLECK FAMILY!

## Part -Time Casual Equipment Delivery Driver

Casual · Part-time · Non-Unionized

Andrew Fleck Children's Services is looking to hire a Driver to support the delivery of equipment to our Provider homes in the Ottawa and surrounding areas. In this role you will have the ability to manage your work schedule with some flexibility to meet the delivery needs of our providers. Delivery hours will be flexible depending on number of deliveries scheduled and range from a minimum of 5 hours per week up to a maximum of 40 hours per month. The role includes some cleaning, assembly of equipment, and small maintenance or repairs. A vehicle, meeting the needs to transport large equipment, without opportunity for weather damage, is a requirement of this position. Mileage will be covered at 0.50 per kilometer. IF you enjoy delivery activities and have an aptitude for repairs and assembly of equipment, this position may be a fit for you.

**Available From:** December 7<sup>th</sup>, 2020 to March 5<sup>th</sup>, 2021  
**Salary:** \$19.83 to \$22.94 per hour + 4% vacation pay/**plus mileage** coverage at 0.50 per Kilometre  
**Hours:** Minimum of 5 hours per week/ Up to a maximum of 40 hours per month  
**Location:** 700 Industrial Avenue, Ottawa, ON  
**Closing date:** November 29<sup>th</sup>, 2020  
**Apply:** E-mail: [hrrecruiting@afchildrensservices.ca](mailto:hrrecruiting@afchildrensservices.ca)

### In this role you will...

- ✓ Provide reliable delivery and/or pick up of Home Child Care equipment and/or large Toy Lending Library equipment (strollers, cribs)
- ✓ Provide a general inspection of the equipment prior to pick up and delivery.
- ✓ All equipment for delivery must be clean and in good working condition
- ✓ Provide assembling of equipment when needed (cribs, strollers, highchairs etc.)
- ✓ Occasional repair of equipment
  - Pumping tires, adjusting some parts that require it etc.
- ✓ Installation of child gates in homes
  - Top of stairs as well as other locations such as kitchen entrances, hallways etc.
- (Occasional) pick up of large purchases for delivery to our Don Reid storage location

**\*Note that COVID-19 procedures are in place to enhance the safety and wellness of all employees of Andrew Fleck Children's Services**

### To qualify for this role you have...

- ✓ A negative Vulnerable Sector check that is current in the last 6 months
- ✓ Have access to a reliable vehicle to meet the needs of large deliveries
- ✓ Reliable and dependable
- ✓ Able to lift up to 60 lbs
- ✓ Good repair and assembling skills
- ✓ Good communication skills
- ✓ Excellent Client Service Skills
- ✓ Previous experience providing deliveries and good knowledge of Ottawa area
- ✓ Current Driver License and Vehicle Insurance in good standing

We are an equal opportunity employer. We thank all applicants for their interest; however only those selected for an interview will be contacted. Should the applicant require any accommodations during the application process please notify Human Resources at [hrrecruiting@afchildrensservices.ca](mailto:hrrecruiting@afchildrensservices.ca)



APPLY TODAY!

