



PACE Yourself for Something Great!

Work with us as El Paso's Only Program of All-Inclusive Care for the Elderly

Position Title:

Driver

Job Location:

El Paso, TX

Position Type :

Non-Exempt



Our mission is to provide the frail senior the Program of All-Inclusive Care for the Elderly (PACE), a patient-centered, comprehensive healthcare delivery system in a community setting that advocates and promotes quality of life, optimum independence, dignity and choices in a nurturing environment.

Our staff are compassionate and observant professionals who strive to improve the quality of life for each of our participants.

BENEFITS

Bienvivir All Inclusive Health offers the following benefits to all 30 hour part-time and full-time employees.

- ✦ **Medical Plan** We pay 100% of Employee Only coverage
- ✦ **Dental Plan** We pay 100% of Employee Only coverage for a comprehensive dental plan with \$0 out of pocket costs for preventative care.
- ✦ **Vision Plan** Provides eye exams and eye wear with a low cost co-payment.

- ✦ **Retirement Savings Plan (403b)** We provide an employer match benefit after one year of service.
- ✦ **Company Provided Life Insurance** Up to \$10,000 with the option for you to purchase additional insurance coverage.
- ✦ **Voluntary Dependent Life** You may purchase life insurance for your eligible dependents.
- ✦ **Paid Time off** we offer PTO hours to all regular full-time and part-time employees

JOB DESCRIPTION

This position provides transportation services for elderly participants to and from the center, to home, medical appointments, and hospitalizations.

REQUIRED SKILLS

- ✦ Transport participants safely to and from the center, home, apts., etc.
- ✦ Physically assist and escort frail participants from their residence to the van and back.
- ✦ Take appropriate actions in the event of an incident/accident with a participant or vehicle.
- ✦ Provide the Transportation Supervisor with daily and weekly reports.
- ✦ Conducts daily inspections to ensure assigned vehicle is safe to operate.
- ✦ Deliver meals, diapers, medications, equipment, etc. to the participant's home and/or other centers as required.
- ✦ Carry and maintain assigned cellular phone ON at all times during working hours or as required. Cellular phone will not be used while driving. All calls must be answered as promptly as possible without compromising safety.
- ✦ Must work outside normal working hours in case of a medical emergency and/or late scheduled appointments.
- ✦ Must provide on-call coverage after hours, on weekends and holidays as assigned.

REQUIREMENTS & QUALIFICATIONS

- ✦ GED or high school diploma preferred.
- ✦ Must be at least twenty-one (21) years of age with five years' experience of continuous driving experience.
- ✦ Must have a VALID Texas driver's license (Class C)

- ✦ Bilingual capability is required (English/Spanish).
- ✦ Knowledge of basic computer skills.
- ✦ Minimum one (1) year experience working with the frail elderly preferred.
- ✦ Must have a current CPR card.
- ✦ Driving record must NOT have any serious violations including:
- ✦ Ability to lift up to 100 lbs. safely.
- ✦ Basic understanding and appreciation of the elderly.
- ✦ Ability to accept supervision and have problem solving skills.
- ✦ The skill to work collectively and communicate effectively with staff, participants, and family members.

