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NORTHERN VILLAGE OF KUUJJUAQ

Katittavik Town Hall
P.O. Box 210, Kuujjuaq, Que. J0M 1C0
Phone: (819) 964 – 2943 Fax: (819) 964 – 0609

JOB POSTING

PUBLIC NOTICE is hereby given that the Northern Village of Kuujjuaq is in search of an
ELDERS' BUS DRIVER

Under the supervision of the Municipal Administration, the Elders' Bus Driver will take charge of the municipality's elders transportation, and in so doing:

- Perform pre-operating checks and basic maintenance on the bus as required;
- Report any mechanical deficiencies to the Vehicle Maintenance Supervisor and the management, and ensure that deficiencies have been corrected before providing passenger service;
- Drive elders to and from places in the village such as: Health Center, local stores, Bank and their homes;
- Ensure the safety, comfort and welfare of passengers;
- Make sure the vehicle is clean, inside and outside and safe;
- Maintain accurate records of vehicle usage;
- Maintain and help to promote a good image;
- Work within the health and safety guidelines as set out by NV;
- Perform other activities as required by the supervisor.

REQUIREMENTS

- High school diploma and/or relevant life/work experience
- The incumbent must hold a current driver's license.
- Knowledge on how to deal with elders and to help elders with physical constraints.
- Reliable and Punctual
- Bi-lingual English/Inuktitut, ability to speak French will be an asset.

Hourly rate: per weeks. 8:00 am to 5:00 pm

Salary will be determined according to qualifications and experience and is complemented by travel benefits, cost of living and cargo allowances after a period of probation.

Interested candidates should submit their applications to me at the above address.

Given at Kuujjuaq, QC
May 12, 2023

Carl Henry Chery
Human Resources Coordinator
819-964-2943 Ext 245
carl@kuujjuaq.ca