

Employment Opportunity

The Salvation Army Ontario Central East Division

Position Title:	Kettle Drivers	Competition #:	50/17
Ministry Unit:	Ottawa Booth Centre	Position Type:	2 part time temporary positions, ending Dec 23, 2017
Salary:	\$15.80	Date posted:	October 19 , 2017
City:	Ottawa	Posting Expires:	Nov 1, 2017
Applications Accepted By:			
Fax or E-mail: (613)241-2818 or cassie_ofarrell@ottawaboothcentre.org Attention: Cassie O'Farrell Please no phone calls.		Mail: The Salvation Army Ottawa Booth Centre 171 George St., Ottawa, ON K1N 5W5	
Position Description			
JOB PURPOSE			
The Kettle Campaign Driver will be responsible for delivering and picking up The Salvation Army Kettles at various locations throughout the City of Ottawa.			
RESPONSIBILITIES:			
<ul style="list-style-type: none"> • deliver and pick up Kettles from assigned locations throughout the City • follow the provided schedule and complete necessary paperwork • act as a Kettle Attendant, and filling in when necessary • follow policies and procedures as directed by the Kettle supervisor or Kettle Coordinator • be presentable and approachable as an ambassador of The Salvation Army • observe all pertinent laws, statutes and regulations while operating a motor vehicle 			
QUALIFICATIONS:			
<ul style="list-style-type: none"> • high school graduate • have a valid "G" Ontario Drivers License and clean Drivers Abstract • minimum 2 years' experience with valid G license • capable of lifting and carrying at least 50 lbs for a short distance and up stairs • good interpersonal/communication skills • ability to work under pressure, work efficiently, follow instructions and think independently • must be able to work with a variety of people • knowledge of Ottawa region roadways • ability to concentrate while driving through traffic • ability to work within the mandate and Mission Statement of The Salvation Army • clear Police background check dated within the last 30 days 			
HOURS: 24 hours per week, various days and evening shifts including Saturdays			
<i>The Salvation Army will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements.</i>			
<u>We thank all applicants, however, only those candidates to be interviewed will be contacted.</u>			
<i>Internal Applicants, please advise your managing supervisor of your intentions prior to submitting your application.</i>			

The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world. Each position contributes to the mission of The Salvation Army.