

JOB POSTING

MUSKINGUM COUNTY CENTER FOR SENIORS

DATE: September 10, 2021

DEPARTMENT: Muskingum County Center for Seniors

POSITION TITLE: Nutrition/Van Driver

STATUS: Part Time – 27.5 hours per week
Monday – Friday

SALARY RANGE: \$10.00/hour

DEADLINE TO APPLY: OPEN UNTIL POSITION IS FILLED

Qualifications:

- Valid/Current Ohio Driver’s License
- Minimum age of 18 with two years driving experience
- High School Diploma or equivalent
- Ability to lift 40 pounds
- Good attendance record
- Pass all pre-employment screenings

Essential Job Duties: Works under the supervision of the Food Service Director, Transportation Supervisor and Executive Director. Will be responsible to transport clients to/from the Center using County vans or automobiles, pack and load meals for delivery as needed, document all services performed on proper forms on a daily basis, be considerate and courteous with clients and other staff members, inspect vehicles and document maintenance and/or safety needs on the proper forms on a daily basis, participate in all required trainings, including but not limited to, annual Area Agency on Aging Nutrition training, Defensive Driving training, D.R.I.V.E training, Sensitivity to Aging training, first aid and cardio-pulmonary resuscitation (CPR).

Please submit both a Resume and Application either by mail, fax or in person by the deadline to:

**Muskingum County Human Resources Department
County Courthouse
Attn: Pam Davis
401 Main Street
Zanesville, Ohio 43701
Fax: 740-588-4300**

The Muskingum County Center for Seniors is an Equal Opportunity Employer.