



ST. MARY'S COUNTY GOVERNMENT VACANCY ANNOUNCEMENT

POSITION: Bus Driver (Grant Funded - Regular Part-Time, 32 hrs. Weekly)
C-03, \$14.29 per hour + LIMITED FRINGE BENEFITS
(No Retiree Health)*

DEPARTMENT: Public Works & Transportation

OPENING DATE: 12-06-17 **CLOSING DATE:** 12-20-17

MINIMUM QUALIFICATIONS:

Education: High school diploma or G.E.D.

Note: Any equivalent combination of acceptable education and experience which has provided the knowledge, skills and abilities cited below may be considered.

ADDITIONAL REQUIREMENTS:

- ◆ Valid MD Driver's License Class B/CDL with Passenger Endorsement;
- ◆ Available to work evenings 5:00 p.m. - 11:00 p.m. and Saturdays 5:00 a.m. - 11:00 p.m. and Sundays 5:00 a.m. - 8:00 p.m.;
- ◆ Successful completion of Department of Transportation/DOT physical examination;
- ◆ Negative drug test result from pre-employment drug screen;
- ◆ Successful candidate must provide proof of eligibility to work in the United States prior to employment.

JOB SUMMARY: Provides transportation services for patrons to destinations on regular routes within the County.

DUTIES:

- ◆ Transports patrons to destinations on all transportation routes within the County;
- ◆ Complete the Driver Data Collection sheet; which shows trip mileage, ticket sales, monthly
- ◆ Pass sales and passenger ridership;
- ◆ Collects passenger fares;
- ◆ Performs pre and post trip inspection of vehicle assigned;
- ◆ Maintains and cleans vehicle;
- ◆ Ensures vehicle fluids and fuel are full;
- ◆ Assists passengers load or disembark when necessary;
- ◆ Transport senior citizens and/or persons with disabilities to Senior Nutrition Centers, medical appointments and shopping centers;
- ◆ Train new drivers and attend in-service training;
- ◆ Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- ◆ Ability to gain working knowledge of St. Mary's County Government policies and procedures;

