

## **DRIVER I, II & III**

### **DEFINITION**

Under the direct supervision of the Senior Services Division Director or designee be responsible for the safe operation of the buses in the Senior Transportation division of the Plumas County Public Health Agency in accordance with County Policy and all other applicable state and federal guideline. Complies with all traffic regulations. Completes all reports required. All positions are part-time.

### **DISTINGUISHING CHARACTERISTICS**

Drives bus to transport seniors to and from the Nutrition Site, Doctor appointments and shopping at specified times. Assist passengers while boarding and unloading; load wheel chair clients; be aware of passenger's comfort. Daily safety inspection of bus for gas, oil, tires before departing for duty.

Driver II: Be able to drive any of the buses and any route in the county.

Driver III: Have had special training. Able to help train new drivers in wheel chair tie downs and other duties.

### **REPORTS TO**

Division Director of Senior Services or designee.

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

None

### **EXAMPLES OF DUTIES**

- Maintain complex records, logs and ability to accurately follow regulations and guidelines.
- Receive scheduling and directions from Site Manager.
- Deliver homebound meals.
- Ability to interact with Seniors in a professional and friendly manner.
- Ability to communicate (verbally) and clearly with a variety of individuals.

## **Drivers I, II & III – 2**

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; climb, bend, stoop, twist, crouch and kneel to secure wheelchairs and conduct vehicle inspections; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication. Be able to push wheel chair clients. Get in and out of bus to deliver meals. Lift up to 50 pounds.

### **DESIRABLE QUALIFICATIONS**

- Shall possess the physical ability to perform all duties of the position.
- Ability to read, write and communicate effectively.
- Display proficiency in the operation of the buses and the safety of the passengers.
- Ability to pass a Pre-Employment drug screen and criminal background check in accordance with all applicable laws regarding the nature of employment.
- Observe safety as a priority while performing all duties.

**Training and Experience:** Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Must have a high school diploma or equivalent. Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. CPR required and First Aid preferred.

### **Special Requirements:**

Must have Class B California Driver's License with passenger endorsement; a good driving record and be insurable under the County's Insurance Policy. (The valid Class B California Drivers License must be maintained throughout employment.)

Drivers need to be able to load, tie down chairs, and unload wheel chair clients. Pick up large containers of packaged meals and deliver meals to homebound clients.

Must participate in random drug testing.

Subject to work all county holidays except New Years, Labor Day, Memorial Day, July 4, Thanksgiving and Christmas, as specified by the Area on Aging.