

POSITION DESCRIPTION

Job Title:	Fixed-Route Vehicle Operator	Date:	October 1, 2007
Reports To:	General Manager	FSLA:	Hourly

GENERAL DESCRIPTION OF POSITION

The Fixed Route Vehicle Operator is responsible for safely operating a transit motor coach. The primary objective of the Fixed Route Vehicle Operator is providing safe, reliable, and efficient public transportation.

The applicant must have or be able to obtain a Class B Commercial Driver's License with applicable endorsements. He/she must possess a clean D.M.V. record and a reliable employment history with a strong attendance and punctuality record.

The applicant must have a neat appearance and a sincere desire to work with the general public.

ESSENTIAL JOB FUNCTIONS

The essential functions of the position include, but are not limited to, the functions outlined below. Management retains the discretion to add to and/or change the duties of the position at any time.

General Responsibilities:

1. Report to work on time and in proper uniform as outlined in the Employee Handbook.
2. Maintain a strong attendance record.
3. Possess a valid Commercial Driver's License of the appropriate class, with all necessary endorsements, and a valid Medical Examination Card when on duty.
4. Perform pre-trip vehicle inspections.
5. Operate a passenger transportation vehicle.
6. Possess a functional knowledge of the demographics of the service area.
7. Maintain a good rapport with the general public.
8. Follow company safety and operational rules and procedures.
9. Ability to work under stress and meet strict timelines.

Specific Physical Job Functions:

1. Sit in driver's seat for long periods of time.
2. Use full range of sense of hearing, including tone, pitch, and volume, when operating transit vehicle, using two-way radio, and assisting passengers and public.
3. Use full range of sense of speech, including audibility, enunciation, and projection, when using two-way radio and assisting passengers and public.
4. Use full range of sense of vision, including depth perception, accommodation, color vision, and acuity near/far when operating transit vehicle.
5. Finger (manual dexterity) vehicle controls and paperwork.
6. Handle transfers and other paperwork.
7. Push passengers in wheelchairs over short distances.
8. Pull passengers in wheelchairs over short distances.
9. Stoop when performing vehicle inspections and securing wheelchairs.
10. Crouch when performing vehicle inspections and securing wheelchairs.
11. Kneel when performing vehicle inspections and securing wheelchairs.
12. Bend at the knee, hip, and waist when operating vehicle, performing vehicle inspections, and securing wheelchairs.
13. Twist at the knee and waist when operating vehicle, performing vehicle inspections, and securing wheelchairs.
14. Reach forward, rearward, upward, and downward when operating vehicle, performing vehicle inspections, and securing wheelchairs.
15. Stand while performing vehicle inspections and assisting passengers and the public.
16. Walk while performing vehicle inspections, and assisting passengers and the public.
17. Be subject to wet, cold, and/or hot environmental conditions.
18. Be subject to a low risk of injury due to vehicle accident, mechanical failure, fire, and/or explosion.
19. Be subject to vehicle noise and vibration while operating transit vehicle.
20. Be subject to vehicle exhaust fumes and odors, and road dusts and mist.
21. Write reports in a coherent, legible manner.
22. Collect and count fares.