



CAREER OPPORTUNITY

BUS OPERATORS with CDL, P

Department: Transportation
Status/FLSA: Full-time, Non-Exempt
Work Schedule: Availability to work between the hours of 4:00a.m.–2:30a.m., weekdays, weekends and holidays

Reports to: Director of Transportation
Pay Rate: \$15.91/hour
Benefits: Excellent benefits package

SUMMARY: Bus Operators are the “Ambassadors of Goodwill” and serve as our “First Impression” to the community. They ensure safety first, provide excellent customer service and the highest quality of service by transporting customers throughout the county on assigned routes in a timely manner while adhering to all traffic laws and operational policies and procedures.

REQUIREMENTS:

- High school diploma or equivalent (GED) required.
- Must be a minimum of 23 years of age.
- Class A or B Commercial Driver’s License (CDL) with Passenger Endorsement required.
- Availability to work between the hours of 4:00 a.m. – 2:30 a.m., weekdays, weekends and holidays.
- Excellent communication and customer service skills.
- Must submit a 7-year Motor Vehicle Report (MVR) completed within the past 30-days.
- Drug screen, DOT physical and background checks will be conducted.
- Must complete and sign the CAT employment application in its entirety.
 - An unjustified refusal to supply requested information or a falsification of information will result in the elimination of the applicant for consideration for employment.
- Must provide a complete and verifiable employment history. Employment history must be verified with all employers listed on the application and must include the past 10 years of employment, when applicable.
 - You must sign a background release form.
- Bi-lingual, (Spanish/English/Chinese) are a plus.

Necessary Knowledge, Skills and Abilities:

- Thorough knowledge of traffic laws and defensive driving.
- Skill in operation of listed tools and equipment.
- Ability to:
 - Safely drive various vehicles.
 - Establish and maintain effective relationships with employees, supervisors and the general public.
 - Communicate effectively.
 - Work independently.
 - Perform duties under varying weather conditions.
 - Make independent judgments which have moderate impacts on the organization.

Pre-Employment Physical

- Must undergo a pre-employment drug test and physical by a company appointed physician/facility and receive clearance.

Licensing and Certification:

- Must have maintained a valid driver’s license for two years and must possess a current valid State of Georgia driver’s license at the time of application.
- Ability to main for the duration of employment a valid CDL license with passenger endorsement and airbrakes for CDL positions.

- Must present an original certified Motor Vehicle Record (MVR) issued within the last 30 days verifying applicant's driving history and status for the last seven (7) years and according to company, state and contract requirements. You must meet the following standards:
 - a. No homicide, manslaughter, or assault convictions associated with the operation of a motor vehicle in connection with a fatal traffic accident within the last (5) years.
 - b. No more than two (2) minor moving violations within the past 36 months.
 - c. No major moving violations within the past 36 months.
 - d. No more than one (1) ticketed at-fault accident within the past 36 months.
 - e. CAT will review the existence of any violations or convictions and may deny employment based on a violation, conviction, or pattern of violations/convictions within the last 7 years indicating safety risks.
 - No felony convictions including, but not limited to: drug possession, drug trafficking (manufacture, distributing or the dispensing of a controlled substance, assault convictions, sexual offenses or driving under the influence of a controlled substance or alcohol.

Driving Record

- An applicant may be disqualified if he/she: Is less than twenty-three (23) years of age.
- Must not have been convicted for leaving the scene of an accident within the last three (3) years
- Must not have been convicted of more than one of the following over the driver's entire driving history:
 - Being under the influence of alcohol as prescribed by State law
 - Being under the influence of a controlled substance
 - Having an alcohol concentration of 0.04 or greater while operating a commercial motor vehicle
 - Refusing to take an alcohol test as required by a State or jurisdiction under its implied consent laws or regulations
 - Leaving the scene of an accident
 - Using a vehicle to commit any felony

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations, as sanctioned by the Department of Transportation, may be made to enable individuals with disabilities to perform the essential functions.

- Less than 10% of work is accomplished indoors and in air conditioned or well ventilated facilities.
- 90% of work is accomplished outside or in a vehicle.
- Performs physical activities that require considerable use of the arms, repetitive hand-wrist motion, and legs and moving the whole body, such as climbing, lifting, balancing, walking, stooping, and handling of passengers and materials.
- While performing the duties of this job, the employee frequently works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals and vibrations.
- Must be able to operate the company vehicle without the use of DOT prohibited adaptations.

To apply, submit resume to hr@catchacat.org and state position applying for in the subject line.

**EOE M/F/D/V
A drug-free workplace**

Disclaimer Statement

The above statements are intended to describe the general nature and level of work performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so qualified. I have read and understand the requirements for this position.