

Community Connection of Northeast Oregon, Inc.

Position Description

**BUS DRIVER**

Salary Range 31 (\$11.66 - \$16.15 per hour)

On-Call Wage (Monday-Friday) = 30% of Salary Range 31

**PREMIUM SHIFT DIFFERENTIAL**

(Saturday-Sunday and CCNO recognized holidays)

Salary Range 40 (\$13.53 - \$19.05 per hour)

On-Call Wage = 30% of Salary Range 40

Position Classification	
Salary	
Hourly -----	X
Overtime Exempt	
Overtime Non-Exempt ---	X
Safety Sensitive -----	X

GENERAL STATEMENT OF DUTIES

Transports passengers to a variety of locations (usually within the county). Offers assistance to all passengers as they enter and leave the vehicle.

SUPERVISION RECEIVED

Works under the supervision of the County Manager and/or Transit Operations Manager.

SUPERVISION EXERCISED

Generally, there are no supervisory responsibilities with this position.

TYPICAL DUTIES (Any one position may not involve all the duties listed, and many positions will involve duties not listed.)

1. Responsible for transporting elderly, persons with disabilities and general public riders.
2. Responsible for the safety of persons while they are on the vehicle, and while they are entering or leaving the vehicle.
3. Maintains records on the number/type of passengers, miles driven, gas and oil used.
4. Assists passengers with their carry-on items on and off the vehicle as needed.
5. Responsible for fueling, routine checks and keeping the vehicle interior clean.
6. Other duties as assigned.

### BUS DRIVER ON-CALL HOURS

The driver will be compensated at 30% of his/her base wage during on-call hours Monday through Friday unless the day falls on a holiday recognized by Community Connection (see premium shift differential below).

### PREMIUM SHIFT DIFFERENTIAL

Premium Shift Differential will be paid for hours worked on Saturday, Sunday and/or holidays that are observed by Community Connection.

The driver will be compensated at 30% of his/her premium shift differential wage during on-call hours on Saturday, Sunday and/or Community Connection observed holidays.

### REQUIRED EDUCATION AND EXPERIENCE

High School Graduation or GED. Possession of a valid Oregon driver's license, and a safe driving record; reasonable knowledge of vehicle operations; ability to follow written and oral instructions; pleasant personality; ability to work well with all types of people, especially the elderly and persons with disabilities; physically able to handle wheel chair passengers, and passengers with walkers or crutches; some experience driving a passenger bus is desirable.

Must pass pre-employment drug test and criminal history background check.