



Position title: Transit Driver

Reports to: Transit Director

Classification:

## Job Summary:

This position is a safety-sensitive position requiring the safe operation of a motor vehicle in the provision of public transit services for Southwestern Community services and the effective transportation of all passengers. Performance of these duties must be conducted in compliance with all applicable DOT, federal, state, local, and system regulations and policies, including US DOT drug and alcohol testing regulations. The driver's hours of work and work schedule vary. The position requires being seated for extended periods of time while operating a motor vehicle, interrupted by frequent standing in order to assist passengers. While driving and/or assisting passengers, the driver will need to bend, crouch, kneel, twist, push, and pull. The position may also require exposure to varied weather conditions, temperatures, and light levels. The position requires frequent interaction with the public. The position may require maneuvering the vehicle in congested traffic and within areas of restricted space.

## Essential Functions:

- Operate a motor vehicle in the provision of public transit services in compliance with all applicable DOT, federal, state, local, and system regulations and policies and ensure the safe and timely transportation of all passengers.
- Assist passengers, as needed, in the boarding and disembarking of the vehicle in order to ensure the safety of all passengers, including assistance during vehicle evacuation.
- Board and disembark passengers, including those using common wheelchairs or other mobility devices requiring the use of lift equipment and securement systems, according to the system's policies and procedures, ensuring the safety of all passengers.
- Complete daily paperwork using pen or pencil, as required, to ensure accurate reporting and records.
- Complete daily pre-trip inspection using the required inspection checklist to ensure the proper and safe functioning of the vehicle.
- Regularly inventory vehicle equipment and supplies; report restocking needs in accordance with the system's established procedure in order to maintain a safe, functional vehicle.
- Fuel the vehicle; ensure that all vehicle systems are properly shut down; visually inspect the interior for any items left by passengers; lock the vehicle to maintain security.
- Regularly clean interior of vehicle to maintain a sanitary environment for passengers and the safe operation of the vehicle.
- Clean vehicle interior, including wheelchair brackets, using a vacuum or broom.
- Mop and dry, as necessary, vehicle interior.
- Clean windows using window cleaner.
- Empty trash from inside the vehicle.
- Disinfect vehicle armrests, seats, handrails, dashboard, instrument panel, etc., using disinfectant cleaner.
- Cleanup of blood and other bodily fluids, as needed, sanitizing with disinfectant cleaner.
- Must have the ability to bend, crouch, kneel, twist, push, and pull.
- Must have normal hearing, with the aid of corrective devices, as needed (i.e., hearing aid).



- Must have normal vision, with the aid of corrective devices, as needed (i.e., glasses or contacts).
- Must be free from fainting spells, blackouts, dizziness, or seizures.
- Must have the ability to sit in a normal seated position for extended periods of time.
- Must have the ability to endure extended periods of driving.
- Must have the ability to lift up to 25 lbs.
- Must have the ability to tolerate exposure to dust, gas, and/or fumes.
- Must have the ability to exert up to 20 to 50 pounds of force occasionally and/or 10 to 26 pounds of force frequently.
- Must be at least 21 years of age.
- Note: These physical requirements are not meant to replace those specified by the Federal Motor Carrier Safety Administration Part 391.41 "Physical qualifications for drivers." All FMCSA physical requirements must also be met.

#### Competencies:

- Decision Making Effectiveness: Ability to determine vehicle travel path to ensure safe and timely transportation of passengers.
- Decision Making Efficiency: Ability to evaluate and determine proper action in situations that may pose a safety risk.
- Oral and Written Communication: Possess strong oral and written communication skills to effectively communicate; knowledge of the English language; and ability to communicate required action to passengers in situations that pose a safety risk.
- Organization Sensitivity: Ability to comply with current traffic and driver safety regulations, as well as all other applicable federal, state, and local regulations and system policies.
- Detail Orientation: Possess strong organizational skills.
- Problem Solving Skills: Ability to analyze and solve problems.
- Dependability: Ability to learn, understand, and follow all public transit routes/schedules.

#### Desired Qualifications:

- Must possess and maintain a good driving record, meeting or exceeding Southwestern Community Services established driver eligibility standards
- Must earn and maintain certification in compliance with NHDOT driver training standards.