

Position: Driver

**(Less than or equal to 15
passengers)**

Greenville Transit System

SUMMARY - This position is a safety-sensitive position requiring the safe operation of a motor vehicle in the provision of public transit 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 U.S. DOT drug and alcohol testing regulations.

ESSENTIAL DUTIES

- ◆ Operates 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 ensures the safe and timely transportation of all passengers.
- ◆ Assists passengers as needed in the boarding and disembarking of the vehicle to ensure the safety of all passengers, including assistance during vehicle evacuation, as necessary.
- ◆ Boards and disembarks 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 to ensure the safety of all passengers.
- ◆ Completes daily paperwork using pen or pencil, as required, to ensure accurate reporting and records.
- ◆ Completes daily pre-trip inspection using the required inspection checklist to ensure the proper and safe functioning of the vehicle.
- ◆ Regularly inventories vehicle equipment and supplies; reports restocking needs per the system's established procedure to maintain a safe, functional vehicle.
- ◆ Fuels the vehicle; ensures that all vehicle systems are properly shut down; visually inspects the interior for any items left by

passengers; locks the vehicle to maintain security.

- ◆ Regularly cleans the interior of the vehicle to maintain a sanitary environment for passengers and the safe operation of the vehicle. (Please check all that apply.)
 - Empty trash from inside the vehicle.
 - Disinfect vehicle armrests, seats, handrails, dashboard, instrument panel, etc. using a disinfectant cleaner.
 - Cleanup of blood and other bodily fluids, as needed, sanitizing with a disinfectant cleaner.

ADDITIONAL DUTIES

- ◆ Notifies the Operations Manager or the Public Transportation Director of any equipment malfunctions on the vehicles.
- ◆ Notifies the dispatcher of any health or safety issues that need the immediate attention of the Operations Manager or the Public Transportation Director. This can be done through the telephone, radio, or the alert function in the dispatch software.
- ◆ Collects fare payments from passengers and notifies the dispatcher of any pre-pay funds collected.

PHYSICAL REQUIREMENTS

- ◆ 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.
- ◆ Must have the ability to endure extended periods of driving.
- ◆ Must have the ability to lift up to 70 lbs.
- ◆ Must have the ability to tolerate exposure to dust, gas, and/or fumes.
- ◆ Must have the ability to exert up to 20-50 pounds of force, occasionally, and/or 10-26 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.

COGNITIVE REQUIREMENTS

- ◆ Must have the ability to determine vehicle travel paths to ensure safe and timely transportation of passengers.
- ◆ Must have the ability to evaluate and determine proper action in situations that may pose a safety risk.
- ◆ Must have the ability to effectively communicate, including:
 - Strong oral and written communication skills;
 - Knowledge of English language; and
 - Ability to effectively communicate required action to passengers in situations that pose a safety risk.
- ◆ Must have the ability to comply with current traffic and driver safety regulations as well as all other applicable Federal, State, and local regulations and system policies.
- ◆ Must possess strong organizational skills.
- ◆ Must have the ability to analyze and solve problems.
- ◆ Must have the ability to learn, understand, and follow all public transit routes/schedules.

WORKING CONDITIONS

The driver's hours of work and work schedules vary. The position requires being seated for extended periods while operating a motor vehicle, interrupted by frequent standing 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.

EDUCATION AND/OR CERTIFICATIONS REQUIRED

- ◆ Meet or exceed system-established driver eligibility standards.
- ◆ Must possess and maintain a good driving record meeting or exceeding the system's established driver eligibility standards.

"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 may be made to enable individuals with disabilities to perform the essential functions."