

## **POSITION AVAILABLE**

Daniel Boone Community Action Agency, Inc. (DBCAA) is looking for a Clay County **Transit Driver** to join our team!

**Position Summary:** The Transit Driver position is a full-time, hourly position. The Transit Driver will:

- Safely transport passengers as dispatched
- Be a courteous driver with respect to passengers, other drivers, and pedestrians
- Maintain daily service logs, including ridership, mileage, maintenance, and fares
- Perform vehicle inspections to assure the vehicle operated is properly serviced
- Provide regular vehicle reports, including immediately reporting any and all accidents
- Report any unsafe conditions immediately
- Clean vehicles on a regular basis
- Maintain adequate time records
- Assist passengers as prescribed, including semi-ambulatory and wheelchair passengers
- Provide escort of clients when required
- Work flexible hours
- Maintain and adhere to confidentiality and all policies of DBCAA
- Perform other duties as assigned by a supervisor or dispatcher

### **Minimum Applicant Qualifications:**

- Minimum of five (5) years driving experience
- Valid Kentucky driver's license
- Clear driving record
- Clear background check
- Pre-employment and on-going drug testing required
- Must have the ability to maintain adequate service records
- Ability to operate a vehicle in a safe manner
- Must be able to push, pull, stoop, and bend to assist wheelchair passengers and secure tie-downs
- Must be able to lift up to fifty (50) pounds
- Must be insurable and bondable
- Must be trainable, pass and maintain certifications in trainings provided by DBCAA such as: Defensive Driving, System Safety and Security Training, Passenger Assistance Techniques, First Aid & CPR

### **Benefit Package:**

- Health Insurance
- Dental Insurance
- Life Insurance
- Kentucky Public Pensions Authority (KPPA) retirement system
- Paid time off including holidays, personal & sick leave

### **Wage:**

\$14.00 per hour

## Application Process:

Qualified applicants may submit an application by email to [info@danielboonecaa.org](mailto:info@danielboonecaa.org) or drop off in person, or by mail to Attn: Human Resources Director, Daniel Boone CAA, Inc., 1535 Shamrock Road, Manchester, KY 40962.

For an application, please visit our website at:

[https://danielboonecaa.org/wp-content/uploads/dbcaa\\_job\\_application\\_fillable.pdf](https://danielboonecaa.org/wp-content/uploads/dbcaa_job_application_fillable.pdf), call the DBCAA Human Resources at (606) 598-5127, email [info@danielboonecaa.org](mailto:info@danielboonecaa.org), or stop by one of our locations.

*Daniel Boone CAA, Inc. does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, disability, age, medical condition, veteran status, genetic information, marital status, retaliation, citizenship, sexual orientation, familial status, or any other legally protected characteristic.*

*An Equal Opportunity Employer*

