

# City of Meriden, Connecticut

*Department of Human Resources*



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## **Mini-bus Driver - Senior Center**

Full Time - 40 Hours Per Week

Work involves transporting senior citizens via mini-bus for shopping trips to and from the Senior Center and medical appointments. **Must have a valid State of Connecticut driver's license, with a CDL, and a passenger endorsement.** Exemplary driving record is necessary. Senior Center operates Monday through Friday 8:30 a.m. to 4:00 p.m. and that some night driving may be required. Please read attached job description.

- Salary \$18.57 per hour.
- Hours are Monday through Friday, 8:00am to 4:30pm. Occasional evening hours may be required.

Apply on line at <https://tinyurl.com/meridencareers> and you can email you resumes/applications to [humanresources@meridenct.gov](mailto:humanresources@meridenct.gov). Applications are also available in the Human Resources Department, City Hall, 142 East Main Street, Meriden, CT. Monday – Friday 8:00am – 5:00pm.

Open until filled.

E.O.E



## City of Meriden Mini Bus Driver

**Department:** Health and Human Services

**Hours Per Week:** 40 – Full Time

**Union:** MME 595 Local

### **General Description**

This is responsible work transporting senior citizens.

Work involves transporting senior citizens via mini-bus for shopping and medical appointments. Duties include driving, cleaning and performing routine maintenance on a mini-bus. This position has the responsibility for making routine traffic safety decisions. This work requires that employees have good driving skills.

### **Supervision Received**

Works under the general supervision of the Mini-Bus Dispatcher.

### **Examples of Duties**

Transports senior citizens to and from the Senior Center for shopping and medical appointments on established routes and performs routine vehicle maintenance.

Runs errands for the Meriden Senior Center.

Maintains vehicle records.

Maintains interior and exterior cleanliness of bus.

Performs related work as required.

### **Knowledge, Skills and Abilities**

Good knowledge of laws relating to motor vehicle operation.

Good Ability to read and understand route directions.

Good ability to understand needs of the elderly.

Considerable skill in driving a mini bus.

Some knowledge of the routine maintenance of motor vehicles.

**Qualifications**

Graduation from a high or the equivalent, including or supplemented by driver's course, three years driving experience, some experience with elderly clients, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.

**Special Requirements**

Must have a valid State of CT Driver's license with a CDL/with a Passenger endorsement.