

Job Announcement

Bus Driver

Responsibilities

Transport homebound elderly clients to and from various destinations as required. Ensure the safety of the passengers using seat belts, wheelchair brackets and other safety devices. Complete daily passenger log. Collect and record participant contributions. Adhere to emergency procedures when necessary

Keep vehicle clean and in good condition. Inspect vehicle daily and report any operational or structural defects immediately. Keep daily gasoline mileage records. Pick up and return vehicle to garage, or parking place daily. Report all accidents immediately to supervisor no matter how minor. Report all needed repair work to supervisor. Perform other duties as required by Supervisor

Education and Qualifications:

Driver must have a valid New York State Driver's License – Class 5 or CDL. Ability to read, write and speak English. Three years of driving experience in New York City with vehicle of comparable size. No more than one moving violation in past 24-month period. No driving while intoxicated or accident convictions. Must be in good health with demonstrated sensitivity to older persons

The **Jamaica Service for Older Adults, Inc., (JSPOA)**, is a human service agency servicing elders and their families. The Bus Driver, reports to the Transportation Coordinator and is responsible for the transportation services provided to the clients within the agencies senior adult centers and throughout the catchment communities. This DFTA funded program provides quality services to all eligible senior clients.

Please forward resume with salary requirements to: employment@jspoa.org

Or Fax to Attention: Human Resources: 718-657-6756