



Position Description Bus Driver

Position:	Bus Driver
Reports to:	Parks Director
Salary:	\$16.00 - \$19.50
Dates of employment:	Part-Time

The City of Bellefontaine Neighbors is accepting applications for a part-time driver who will be responsible for the safe operations of City of Bellefontaine Neighbors transportation vehicles used to transport senior citizens and individuals with disabilities to designated destinations according to established schedules and routes while ensuring passenger safety and comfort.

Essential Duties and Responsibilities

Operate multi-passenger vehicles to safely transport patrons to scheduled destinations.
Pick up and drop off passengers according to assigned routes and schedules.
Conduct pre-trip inspections of vehicles, including lights, fuel, oil, safety equipment, and wheelchair lift operation.
Comply with all federal, state, and local transportation laws and traffic regulations.
Assist passengers as needed, including operating wheelchair lifts and securing mobility devices.
Maintain vehicle cleanliness and report mechanical safety concerns.
Maintain required logs, records, and reports.
Participate in required safety, CPR/First Aid, and annual refresher training.
Maintain a safe and respectful environment in accordance with City policies.
Perform other duties as assigned.

Minimum Qualifications

Must be at least 21 years of age.
Possess or obtain a CDL with passenger endorsement or Class E Driver's License (for 12-passenger bus). Class F Driver's License is approved for our seven (7) passenger van.
Valid driver's license not revoked, suspended, or canceled within the past three years.
Ability to pass State of Missouri written and driving examinations.
Ability to operate a wheelchair lift and assist passengers safely.
Ability to communicate professionally with patrons and staff.

Physical Demands & ADA Compliance

Duties may include sitting for extended periods while driving, bending, reaching, pushing, or pulling up to approximately 45 pounds, and lifting up to approximately 20 pounds. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this position in accordance with the Americans with Disabilities Act (ADA).

Scheduling

Work hours vary based on assigned routes and transportation needs and may change based on operational needs of the City and its patrons.

Department

Parks and Recreation

FLSA Status

Part-time Non-Exempt

Pay Rate

Starting at \$15.00 per hour

Reports To

Director of Parks and Recreation

You may apply online at www.cityofbn.com/administration/job-openings or resumes and applications may also be mailed or dropped off at the Bellefontaine Neighbors City Hall, 9641 Bellefontaine Road, St. Louis, MO 63137 or emailed to dhudson@cityofbn.com