

## **CALL A BUS DRIVER**

### **NON-EXEMPT**

The City of New Carrollton is looking for a full-time Bus Driver to provide transportation to senior citizens and individuals with disabilities. Hourly rate starts at \$13.56, pay commensurate with experience. Candidates must possess a Maryland Commercial Driver's License Class A or B with a passenger endorsement, or a District of Columbia Commercial Driver's License Class A, B, or C with a passenger endorsement. Applicants must have a clean driving record for at least twelve (12) consecutive months, and be able to pass a criminal background check and drug test. CPR/AED certification must be achieved within six (6) months of hire.

### **DUTIES AND RESPONSIBILITIES**

- Picks up and transports City residents in a safe, professional and courteous manner
- Assists with loading and unloading of passengers; operates wheelchair lift
- Assists passengers with baggage and/or packages
- Provides information concerning the City's bus service to passengers
- Conducts daily pre-inspection checks, and reports all vehicle maintenance or operation problems to the Public Works mechanic immediately
- Returns vehicle back to the Public Works yard when not transporting or waiting on City passengers
- Performs other duties as assigned; even when the bus is not in service

### **SKILLS/QUALIFICATIONS**

- High School Diploma or equivalent
- One (1) to two (2) years of progressively responsible experience operating a passenger bus
- Ability to follow written and oral instructions; communicate well with others

Interested candidates should apply in person at the Municipal Building at 6016 Princess Garden Parkway between the hours of 8:30 A.M. – 4:30 P.M., Monday – Friday, or forward their cover letter and resume to [hr@newcarrolltonmd.gov](mailto:hr@newcarrolltonmd.gov).