

CITY OF IRVINE IS HIRING!

Para-Transit Driver

\$25.40 - \$37.02

Part-time: Up to 30 hours per week

The City of Irvine seeks an experienced and skilled Para-Transit Driver to transport seniors and disabled persons to local destinations. A valid Class B driver's license with passenger endorsement is required.

Weekday and intermittent weekend availability is required.

Your Impact:

- Operate vehicle and safely transport seniors and persons with disabilities to destinations.
- Inspect vehicles prior to operation and perform basic safety and preventive maintenance functions.
- Provide safe door-to-door transportation service and assist seniors and passengers with disabilities on and off wheelchair accessible vehicles. Minimal physical assistance to passengers is required.
- Prepare, complete, and submit daily reports, driver manifests, and accident/incident reports, when appropriate, and email correspondence.
- Responsible for cleaning and washing vehicle's interior and exterior; fuel vehicle daily after routes.
- Ability to successfully complete the following pre-employment examinations: Class B physical, DOT substance/alcohol exam, back x-ray, and driving examination.
- Please Note: If hired, random drug and/or alcohol testing is conducted as a part of employment.

Minimum Qualifications:

- Completion of high school or equivalent and experience dealing with the public, preferably with seniors and/or persons with disabilities.
- Valid Class B driver's license with passenger endorsement required.
- Must provide a current DMV printout demonstrating a safe driving record with application.
- Successful completion of infant, child, and adult first aid/CPR training.
- Ability to lift up to 50 lbs. on occasion. Ability to push, pull, lean, stoop, and bend in the performance of various job duties and responsibilities.

Best Fit:

- Ability to safely operate 15-passenger van, equipped for wheelchairs.
- Knowledge of appropriate and lawful driving standards, emergency procedures, vehicle maintenance, and Irvine and Orange County roadways.
- Basic proficiency with Microsoft Office Suite. (Word, Excel, Outlook, MS teams)
- Exceptional communication and decision-making skills to create positive relationships with program participants, staff, and community members.

For more information, and to apply by **April 13 at 5 p.m.**, scan the QR code with your smartphone, or visit:

cityofirvine.org/jobs

