



JOHN L. SALOMONE  
TOWN MANAGER

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## CAREER OPPORTUNITY

<b>POSITION:</b> <b>DIAL-A-RIDE TRANSPORTATION DRIVER</b>	<b>PAY RANGE:</b> \$14.50/hr	<b>CLASSIFICATION/ GRADE:</b> Part-time	<b>EEOC L&amp;T</b>
<b>LOCATION:</b>  Senior and Disabled Center	<b>APPLY BY:</b>  April 4, 2008	<b>APPLY TO:</b> Town Manager 131 Cedar Street Newington, CT 06111	

**19 hrs/week, Sunday-Friday, 8:30-4:30, schedule to be determined.**

### ESSENTIAL FUNCTIONS:

Operates primarily light mini-buses, vans and special transportation vehicles for the transportation of elderly, disabled and other persons. Performs related duties including special deliveries, shuttles, and individual and group transportation. Assists senior adult and disabled riders with packages and getting on and off van or bus and also includes assisting wheelchair bound clients by utilizing hydraulic lifts and hold down straps in vehicle. Collects passenger fares/tickets. Performs a mechanical check prior to vehicle operating, including ensuring all fluids are at correct levels. Contacts riders for purposes of routing, scheduling, or canceling individual or group trips. Responds to routine inquiries regarding Town services; refers passenger issues to appropriate staff. Completes daily records which may include mileages, passengers, and fares collected

### MINIMUM QUALIFICATIONS:

High school graduate or GED equivalent. Minimum of eight consecutive years clean driving record. **Possession of a valid Commercial Driver's License, Passenger Endorsement (CDL).**

Sound physical condition and ability to work in poor weather conditions. Sufficient physical strength to lift and push up to 150 pounds. Ability to communicate and to deal cooperatively, effectively, and courteously with general public and with clientele groups. Ability to understand and follow oral and written instructions. Considerable skill in operating a motor vehicle, including specialized hydraulic lift. Thorough knowledge of traffic laws and defensive driving. Knowledge of hazards and safety procedures for operating vehicles. Ability to use computer applications and software.

The Town of Newington is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of age, sex, race, color, religion, marital status, sexual preference, national origin, or disability.

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