

EASTERN CONNECTICUT STATE UNIVERSITY
JOB OPPORTUNITY

REPOSTED WITH EXTENDED CLOSING DATE

TEMPORARY – UNIVERSITY DRIVER

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: PUBLIC
Location: Willimantic, CT
Job Posting No: 102767
Hours: Varies.
Salary: TC-16 \$22.70/hour
Closing Date: September 30, 2014

This is a temporary position. Employed Fall/Spring Semesters, no benefits

Duties include but are not limited to: Drives university vehicles, picks up passengers at specified areas and transports to destination; debarks passengers; regulates heating, lighting, and ventilating system for passenger comfort; complies with local traffic regulations and reports delays or accidents; inspects vehicle being used and checks gas, oil, and water before departure; keeps records; performs related duties as required.

Minimum Qualifications Required Knowledge, Skill and Ability: Considerable knowledge of traffic and motor vehicle laws and regulations; interpersonal skills; oral and written communication skills; ability to operate a bus and other transit vehicles; ability to follow directions; ability to follow prescribed routes.

General Experience: Four (4) years of experience driving public service vehicles.

Special Experience: Two (2) years of the General Experience must have included driving transit buses or over-the-road coaches.

Substitution Allowed: Graduation from a vocational or technical school with coursework in automotive mechanics may be substituted for two (2) years of the General Experience.

SPECIAL REQUIREMENTS: Incumbents in this class may be required by the appointing authority to possess appropriate current licenses, permits and/or certifications. **Must possess a Commercial Driver License with a Passenger endorsement. Must possess a clean driving record. A background check will be conducted.**

Physical Requirement: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

Working Conditions: Incumbents in this class may be required to lift moderate to heavy weights; may be exposed to hazardous road conditions.

Application Instructions: Interested and qualified candidates who meet the above requirements should complete an Eastern Application as well as send a cover letter, resume, and three letters of reference to La Shawn McBride, Office of Human Resources, Gelsi & Young Hall, 83 Windham Street, Willimantic, CT 06226. To access the application click the following link: <http://www.easternct.edu/humanresources/Emapp.pdf>

Individuals with reemployment/SEBAC rights must be given first preference for this position.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.