

**Straits Regional Ride**  
**CHEBOYGAN COUNTY**  
**Job Announcement**  
**OPEN TO THE PUBLIC**

**POSITION:** *Bus Drivers 4- Fulltime and 1 to 2 Part Time*

**MINIMUM QUALIFICATIONS:**

High school diploma or equivalent

Pass a physical/drug screen/background check and IBT finger print check

Meet normal lifting requirements of 30 lbs.

Valid Michigan Commercial Drivers License with (P) endorsements

In the event no qualified (p) endorsement candidates are available

May train and provide bus for getting the proper endorsement for candidate as well as pay for license upon completion.

Pay: Per approved County budget guidelines

**ESSENTIAL RESPONSIBILITIES:**

Drive vehicles over specified routes or to specified destinations according to time schedules in order to transport passengers, complying with traffic regulations.

Park vehicles at loading areas so that passengers can board, or pick up passengers at prearranged locations. Collect fares; record cash receipts and ticket fares.

Ensure clients have seat belts fastened properly and wheelchair brakes are locked and secured properly..

Use hydraulic lifts and own strength to safely help clients on and off the bus.

Regulate heating, lighting, and ventilating systems for passenger comfort.

Communicate with dispatchers by radio, telephone, or computer to exchange information and receive requests for passenger service.

Notify dispatchers of vehicle problems, delays or accidents.

Follow regulations governing bus operation and ensure that passengers follow safety regulations.

Record name, date, bus identification information on pre- trip sheets, along with trip information such as time and place of pickup, drop-off, and total fee.

Complete accident reports when necessary.

Provide passengers with assistance entering and exiting vehicles.

Fill out vehicle condition report accurately for below items,

Test vehicle equipment such as lights, brakes, horns, or windshield wipers, to ensure proper operation. Perform routine vehicle maintenance such as regulating tire pressure and adding fuel, oil, and water, cleaning interior of bus following each trip or work shift.

**OTHER RESPONSIBILITIES:**

Other duties as specified, as needed in regards to care for equipment and operation of Straits Regional Ride

All other duties covered in employee training prior to operating equipment.

**WORK AREAS:**

Inside & outside in all weather conditions.

Emmet, Cheboygan & Presque Isle Counties

**REPORTS TO:**

Director/ Operations/ Dispatcher while on route.

**WORK SCHEDULE:**

Morning/afternoon split For Part time / Full time mostly full days however at times may work half day, both weekday hours, Monday through Friday currently, Saturday work if a new contract requires it, in rotation with all employees. (may vary depending on requirements of actual route) Starting as early as 6:00 am, and on route as late as 6:30 pm depending on route assigned that day

**DEADLINE:**

*Open until filled. No Phone Calls*

*Apply in person at Straits Regional Ride, Cheboygan County Airport, 1520 Levering Rd, Cheboygan, MI.*