

Fixed Route Bus Operator

Job Summary:

Operates a transit bus through light to heavy city and freeway traffic, for the purpose of carrying passengers in a safe manner and in accordance with city, county, state and federal laws, as well as Company rules and policies. Ensure the highest quality of bus service is delivered to the company's customers.

PRIMARY DUTIES AND RESPONSIBILITIES:

- Assist customers in a friendly, courteous, helpful manner. This includes assisting persons with disabilities onto and off the wheelchair lift, with safety restraints, and as requested by the customer.
- Acts as a front-line point of contact to ensure delivery of quality customer service.
- Complies with all company safety rules and operates assigned vehicles
- Complies with all state and local laws pertaining to the operation of the vehicles.
- Makes public address announcements in accordance with the American with Disabilities Act (ADA) regulations.
- Effectively utilizes paddles, manifests and other information, to follow routes and meet time points.
- Ensures adequate supply of transfers and courtesy cards for the customers.
- Maintains an accurate timepiece.
- Carries company DOT card and Class B Passenger endorsed driver's license or better.
- Safely and efficiently utilizes equipment on buses, including fare boxes, wheelchair lifts, radio, and emergency equipment.
- Coordinates detour, accident and incident information to radio dispatch, and responds to instructions given.
- Submits reports, verbal and written, on accidents or incidents as required.
- Performs pre-trip and post-trip inspections to ensure bus and equipment is in safe, proper working condition
- Makes effective independent decisions based on experience, training and policies
- Other duties as assigned.

REQUIRED KNOWLEDGE AND SKILLS:

- High School diploma or equivalent
- Excellent interpersonal and communication skills
- Must be able to follow and comprehend paddles, manifests, schedules, timetables, detours, bulletins and any other training and job-related information.
- Must be able to comprehend and complete accident and incident reports
- Must maintain a valid Class B with Passenger Endorsed Commercial Driver's License

- Must be able to pass an employment physical examination including substance abuse screening.
- This is a safety sensitive position subject to the rules and regulations of the Drug and Alcohol policy.
- Must be 21 years of age or older.

Apply online at www.coastrta.com or in person at the Coast RTA Administrative Office

Previous applicants need not apply

Coast RTA is an Equal Opportunity Employer