Title: Vehicle Operator 1

Essential Function

Under general supervision from administrative superior; operate motor vehicles transporting passengers, materials and supplies.

Characteristic Duties

1. Operate motor vehicles (e.g., car; station wagon; van; mini-bus; shuttle bus; panel truck; tractor) to transport passengers; pick up and delivery of materials and supplies; snow removal; mowing grass.

2. Schedule, inspects, service, maintain, and clean vehicles.

3. Maintain logs and records as required. Obtain receipts as required.

4. Perform related duties based on departmental need.

Unusual Working Conditions

- May be exposed to unpleasant odors; may be on emergency call.

Minimum Qualifications

- Ability to read and write common vocabulary; ability to read warning signs; ability to count; ability to lift up to 100 pounds; current valid driver’s license with acceptable driving record; ability to drive standard transmission vehicles of all sizes; three months commercial driving experience.