

Microtransit Operator (Limited Term)

Internal / External

Salary: \$14.94 - \$17.07 hourly
(Plus Excellent Benefits)

Posting Date: March 7, 2019 (Thu)
Filing Deadline: Continuous

SUPPLEMENTAL QUESTIONNAIRE AND OFFICIAL 10-YEAR (H6) DMV PRINTOUT ARE REQUIRED AT TIME OF APPLICATION

ESSENTIAL FUNCTIONS

This termed operator position will support SacRT's Microtransit services. On a daily basis, performs visual vehicle inspections and reports any mechanical problems or defects of assigned vehicle prior to departure. Picks up and discharges passengers at designated bus stops or as directed by Dispatch. Collects fares and transfers, issues transfers, and inspects passes for validity. Provides information to passengers regarding District's transit system. Operates wheelchair lift when necessary and secures passengers' wheelchairs to restraining devices to stabilize wheelchairs during trip. Operates 2-way radio and Mobile Data Computers (MDC's) to communicate with Dispatch to report accidents, emergencies, schedule delays, equipment failure and/or unusual circumstances. Completes written reports on accidents or other unusual incidents in an accurate and timely manner. Maintains order on the CBS vehicles.

POSITION STATUS

This position will be considered a "termed" position, operating microtransit services into the Spring of 2021, and incumbents should recognize the position could be eliminated if funding expires. However, SacRT will give priority to termed operators in filling vacant permanent operator positions prior to being filled by outside candidates.

WORK SCHEDULE

This is a full time position. Schedules may include early morning, evening hours and weekends.

MINIMUM QUALIFICATIONS

Education: Graduation from high school or equivalent.

Experience: Two (2) years of customer service experience that includes providing information and/or assistance directly to the public OR 1 year of previous transit operator experience.

Licenses/Certifications: Must possess a valid Driver's License at the time of application and have a satisfactory driving record as defined by the District. Must have ability to obtain a valid California Class B Driver's Permit with endorsement(s) prior to the start of employment.

Other Requirements: Three (3) years of verifiable driving experience; must be 21 years of age; must have the ability to pass pre-employment physical/drug screen and Department of Justice criminal background check; must have a verifiable work history and pass employment reference check. Must comply with drug and alcohol testing provisions for safety-sensitive employees as required by the FTA, Department of Transportation (49 CFR, Parts 40 and 655). (See job descriptions for complete list of special requirements, licenses and/or certificates.)

Candidates must submit an official 10-year (H6) DMV printout at time of application, dated no more than ten (10) days prior to the date you submit your application, in order to be considered. Only official DMV printouts issued by the Department of Motor Vehicles are acceptable. Online DMV printout will not be accepted.

FILING

The minimum qualifications as stated on this job announcement represent only the basic requirements of the position. Meeting the minimum qualifications does not guarantee that a candidate will be invited to participate in other examination segments of the selection process. An employment application, supplemental questionnaire and official DMV printout, as outlined above, is required for this position. Applications, supplemental questionnaires, job announcements, and copies of the complete job description are available at 2810 O Street, Sacramento, CA 95816, or through our website at www.sacrt.com.

Completed employment application, supplemental questionnaire and official 10-year (H6) DMV printout, as outlined above, must be submitted to the Human Resources Department. RT does not accept e-mail applications or on-line applications. RT will not process incomplete applications. Resumes are not accepted in lieu of an application, but may be included with the application. For more information on benefits, a summary sheet is available from the Human Resources Department. The Human Resources Department will make reasonable efforts in the recruitment process to accommodate candidates with disabilities. For more information, contact the Human Resources Department at (916) 556-0298.

RT is an Equal Opportunity Employer EOE - Minorities/Women/Disabled/Veterans.

This position falls under the ATU, Local 256 Collective Bargaining Unit
(Supplemental Questionnaire on Reverse Side)

Sacramento Regional Transit District Supplemental Questionnaire

Microtransit Operator (Limited Term)

Final Filing Date: Continuous

The purpose of this Supplemental Questionnaire is to obtain additional job-related information to identify the most qualified applicants to continue in the selection process. Completion of this material is required and your responses must be submitted with your employment application. **Candidates who do not complete this Supplemental Questionnaire will be eliminated from further consideration.**

Please answer all of the following questions. Attach answers on a separate sheet of paper and number each item accordingly.

1. Please describe your vehicle driving experience, including any commercial and/or large vehicle driving you have done. Indicate if you have been driving as a licensed driver for at least three continuous years (yes or no), and include the average number of hours you drive per week.
2. Please describe your work experience providing customer service to the general public that includes providing information and/or assistance. In your response detail your specific job duties, job title, employer and number of months/years you performed these duties.
3. This position requires the ability to work early morning, evening and weekend shifts. Please indicate if you are able to do this. (yes or no).