

Transit Operator - Part-Time

Position Number 493005

Macon County Transit

Starting Salary \$14.7890/hr this position also qualifies for Premium Pay of an additional \$2.00 per hour worked through October 20, 2024 or a maximum of \$14,000.00, whichever comes first.

Closing date: Until Filled

**General Definition of Work:** Performs intermediate semiskilled work transporting citizens to designated sites, assisting with boarding and exiting vehicle, collecting fees, maintaining the vehicle, and related work as apparent or assigned. Work is performed under the moderate supervision of the Transit Operations Supervisor.

**Qualification Requirements:** To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions

**Essential Functions:**

- Operates transit vehicle on an assigned route and schedule
- Performs daily inspections of vehicle; reports defects and/or maintenance needs
- Transports citizens, children and the physically and mentally disabled to doctors, on business or shopping trips, outings, points of interest, employment and daycare; returns them to their homes
- Assists passengers entering and leaving the vehicle, when necessary; carries packages for passengers when necessary; operates wheel chair lift
- Collects fares and transfers; prepares trip records regarding fares, mileage, passengers, times, etc.
- Provides information and directions to passengers and the general public
- Operates two-way radio and/or cell phone; reports unusual traffic conditions, bus condition, passenger emergencies or other problems

**Knowledge, Skills and Abilities:** Thorough knowledge of regional traffic rules and regulations; thorough knowledge of the geography of the County; ability to operate passenger vehicles and related equipment safely and efficiently; ability to remain alert and to remain calm during periods of stress; ability to deal courteously and tactfully with the public; ability to keep records and prepare reports; ability to read, write and speak the English language; ability to perform simple math functions such as adding, subtracting, multiplying and dividing; ability to read maps; ability to establish and maintain effective working relationships with associates and the general public.

**Education and Experience:** High school diploma or GED and moderate experience in operating a public transportation vehicle and working with the public or equivalent combination of education and experience.

**Physical Requirements:** This work requires the frequent exertion of up to 10 pounds of force and occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires reaching with hands and arms, pushing or pulling and repetitive motions and occasionally requires standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires visual inspection involving small defects and/or small parts, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work regularly requires working near moving mechanical parts, frequently requires exposure to fumes or airborne particles and exposure to outdoor weather conditions and occasionally requires exposure to extreme heat (non-weather), exposure to

the risk of electrical shock, exposure to vibration and exposure to blood borne pathogens and may be required to wear specialized personal protective equipment; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).

**Special Requirements:**

- Drug and alcohol testing shall be conducted in accordance with local, State and/or Federal regulations
- Valid driver's license in the State of North Carolina

**How to apply:**

A State application (PD-107)\* is required and may be obtained at and submitted to the

NC Works Career Center  
23 Macon Avenue Franklin, N.C.  
Mail to:  
5 West Main Street  
Franklin NC 28734

and must be submitted on or before the closing date. **Please include 3 references with contact information and a valid email address for all correspondence from the employer to the applicant.** Resumes will not be considered.

AN EQUAL OPPORTUNITY EMPLOYER/ADA EMPLOYER  
All prospective employees are subject to a criminal background check