



Job Title:	Recreation Bus Driver / Seasonal		
Department/Group:	Recreation Department	Supervisor:	Recreation Director
Location:	Madeira Beach City Hall 300 Municipal Drive Madeira Beach, FL 33708		
Level/Salary Range:	\$9.50 – \$12.00/hr.	Position Type:	Part-Time
HR Contact:	Karen Paulson	Date Posted:	
External Posting URL:	www.madeirabeachfl.gov	Posting Expires:	
Applications Accepted By:			
FAX OR E-MAIL: (727) 399-1131 OR humanresources@madeirabeachfl.gov Subject Line: Recreation Leader I Attention: Human Resources – Recruiting		MAIL: City of Madeira Beach 300 Municipal Drive Madeira Beach, FL 33708	
Job Description			
<p>ROLE AND RESPONSIBILITIES:</p> <p>An employee in this class is responsible for driving a multi passenger vehicle (bus, van, minivan, etc.) to transport program participants safely from one location to another. Work is normally performed under the general supervision of a higher classified employee who issues written and oral instructions. Work is reviewed by the immediate supervisor; constant supervision is not necessary for routine and repetitive tasks.</p> <ul style="list-style-type: none"> • Completes a daily bus trip log, pre-trip and post trip inspections, accident/incident reports • Performs weekly maintenance of bus including interior and exterior cleaning • Operates a child safety alarm system, video surveillance system and passenger ADA ramp/lift • May be required to work nights, weekends and holidays • Performs related work as required. <p>QUALIFICATIONS AND EDUCATION REQUIREMENTS:</p> <ul style="list-style-type: none"> • High School Diploma or a G.E.D. • Must possess a Pediatric CPR/First Aid certificate or obtain within 90 days of employment • Must possess a current and valid State of Florida CDL-B Driver's License with School Bus and Passenger endorsement • Must maintain an acceptable driving record • Must pass a medical examination for commercial driver fitness • Must pass a fingerprinting/background screening process prior to employment • Ability to inspect and properly use a fire extinguisher • Completes all licensing in-service training sessions and maintain current licensing requirements for file 			



ADDITIONAL NOTES:

Reasonable accommodation consideration will be given to otherwise qualified individuals with a disability.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date:	