

TOWN OF TIVERTON, RHODE ISLAND  
PART-TIME SENIOR CENTER BUS DRIVER

The Town of Tiverton is accepting applications for the year-round position of Part-Time Senior Center Bus Driver.

This position requires driving a 16-passenger bus that goes door to door throughout the Town of Tiverton picking up the elderly clientele who are on a scheduled pick-up list. Destination is designated by the day of the week with some of the elderly being brought to the senior center either at the beginning of the trip or after shopping. Those coming to the senior center will be picked up after lunch and brought home. Those who wish to shop only are brought home when everyone has finished shopping. Individual trips are not made. Because many of the elderly buy groceries, carrying their bags to their door is required for many.

Regularly scheduled days are Tuesday, Wednesday, and the 2nd and one additional Friday a month. Other days are scheduled as necessary. Must like working with the elderly population and be kind and considerate.

Hours: Approximately 10 to 20 hours per week. Day begins at 8:30 a.m. and ends at approximately 1:30 p.m.

Requirements: CDL Class C license, excellent driving record. Must pass random drug testing. Must have some knowledge of regular bus maintenance checks and when there is a problem inquire at the Department of Public Works to schedule time for work to be completed. Must pass a background check. Must be able to carry 20 to 30 pounds.

Applications are available at Tiverton Town Hall, 343 Highland Road, Tiverton, RI 02878 and on the Town website [www.tiverton.ri.gov](http://www.tiverton.ri.gov). Interested candidates should forward applications and/or resumes, to be received no later than 4:00 p.m. Friday, November 10, 2017 in sealed envelopes, Attn: Personnel Board, P.O. Box 38, Tiverton, Rhode Island 02878. Tiverton is an Affirmative Action/Equal Opportunity Employer

**SENIOR CENTER BUS DRIVER  
JOB DESCRIPTION**

This position requires driving a 16-passenger bus that goes door to door throughout the Town of Tiverton picking up the elderly clientele who are on a scheduled pick-up list. Destination is designated by the day of the week with some of the elderly being brought to the senior center either at the beginning of the trip or after shopping. Those coming to the senior center will be picked up after lunch and brought home. Those who wish to shop only are brought home when everyone has finished shopping. Individual trips are not made. Because many of the elderly buy groceries, carrying their bags to their door is required for many.

The bus is parked in the rear of the senior center which is where all trips begin and end. The bus list for the day is obtained from the office each morning before the trip begins.

The list will include the name and address of each person taking the bus for that day and names will be listed in the order that each person shall be picked up. Regularly scheduled days are Tuesday, Wednesday, and the 2<sup>nd</sup> and one Friday a month. Other days are scheduled as necessary. Must like working with the elderly population and be kind and considerate.

Hours: Approximately 10 to 20 hours per week. Day begins at 8:30 a.m. and ends at approximately 1:30 p.m.

Requirements: CDL Class C license, excellent driving record. Must pass random drug testing. Must have some knowledge of regular bus maintenance checks and when there is a problem inquire at the Department of Public Works to schedule time for work to be completed. Must pass a background check. Must be able to carry 20 to 30 pounds.

Supervision: Directly under the Senior Center Director