

Bus Driver



Part-Time, Seasonal Position

*Reports to: 1. Director of Education and Natural Resources
2. In their absence: Operations Manager*

Summary

Provides bus transportation services for visitors including school group visits and special events ensuring transportation system and passenger safety. Monitors equipment and performs limited maintenance. Provides information and public affairs services.

Duties and Responsibilities

1. Drives an organization-owned bus, providing safe and efficient transportation to the visitors of Grandfather Mountain.
2. When scheduled to drive, perform daily vehicle inspection and maintenance including checking the fuel, brakes, lights, windshield wipers and tire pressures.
3. Maintains records of work performed; makes timely reports of accidents, incidents, and unusual occurrences.
4. Constantly exhibits a guest service attitude, a smile, and an obvious interest in guest comfort and service.
5. Communicates with the public in a courteous and tactful manner and assist guests with questions and directions to various areas of the mountain.
6. Performs miscellaneous job-related duties as assigned.
7. End of day bus cleaning duties to include: sweeping, cleaning windows (when needed), wiping down seats (when needed), removing all trash and debris.

Minimum Job Requirements

- Minimum age = 21 years
- High school diploma or GED; at least 6 months of experience directly related to the duties and responsibilities specified.
- Possess current CDL driver's license with passenger endorsement.

Knowledge, Skills and Abilities Required

- Ability to communicate effectively, both orally and in writing.
- Records maintenance skills.
- Ability to understand and follow safety procedures.
- Knowledge of basic vehicle inspection and maintenance including tire pressure, checking oil and water levels.
- Ability to safely and efficiently operate a loaded passenger bus.

Conditions of Employment

- Employee must pass a pre-employment criminal background check.
- Employee must notify Grandfather Mountain Stewardship Foundation and the motor vehicle licensing

agency in North Carolina within 30 days of conviction for any moving traffic violations.

- Employee must notify Grandfather Mountain Stewardship Foundation if his/her license is suspended, revoked, or canceled, or if he/she is disqualified from driving.
- Successful candidate must submit an annual current medical examiner's certificate and/or any medical variance documents that he/she has been issued to NC DMV to obtain a "certified" medical status as part of their driving record.

Working Conditions and Physical Effort

- Physical requirements must be in compliance with all provisions of NCDMV "1.5 - CDL Requirements for Obtaining a Commercial A, B or C."
- Work environment involves some exposure to hazards or physical risks, which require following basic safety precautions.
- Work may involve moderate exposure to unusual elements, such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises.

Complete the General Application [Here](#).