

SENIOR BUS OPERATOR

Public Works | Transit



SUMMARY

Plan, organize, coordinate, monitor, and manage the direct operations of the Good Earth Transit's Fixed Route Service while ensuring full compliance with Federal Transit Administration (FTA) rules and regulations. Operations include fixed route service for Houma and the City of Thibodaux.

JOB OVERVIEW

Starting Pay

\$13.62 - \$17.49 per hour

Schedule

Monday - Friday

Must be willing to work overtime and fill in for other drivers on short notice.

Shift

6:15 a.m. - 5:15 p.m.

Shift times vary slightly within this time frame.

LOCATION

Transit Facility

REPORTS TO

Office Manager

SUPERVISOR TO

Transit Bus Operator

PHYSICAL DEMANDS

- Lift over 50 lbs. (heavy)
- Drive for extended periods without a break

WORK ENVIRONMENT

Frequent interactions with members of the public

EMERGENCY EVENTS

Required to work during emergency events.



Questions? No problem! Email us at employment@tpcg.org.

ESSENTIAL FUNCTIONS

1. Operate transit bus for the safety and comfort of passengers while maintaining a tightly scheduled bus timetable. Assist non-ambulatory patrons with boarding and using the transit bus safely, ensuring that wheelchairs are properly secured.
2. Supervise operators by performing field checks, maintaining records, assisting with paddles, coordinating route coverage for operator call-ins, and completing a variety of paperwork.
3. Operate two-way communications radios and other electronic devices.
4. Inspect bus for mechanical defects to ensure safe operation. Complete pre-inspections daily to identify needed repairs.
5. Accept fares using automated machines.
6. Refuel vehicles and check/add air, oil, and other fluids as needed.
7. Assist the maintenance supervisor with repairing/maintaining vehicles and surveying facilities and assets.
8. Assist with evacuation and reentry of the public before and after emergency events.
9. Answer phones and assist public with transit usage information while working at the CBD and yard.
10. Perform other duties as assigned by supervisor.

GENERAL REQUIREMENTS

1. Ability to follow safety and security policies and procedures regarding passenger safety, vehicle accidents, on-the-job injuries, and accident/injury reporting.
2. Ability to drive any vehicle, including large/wide vehicles without hitting curbs, signs, or other fixed objects, and work any schedule/route as required.
3. Knowledge of the Houma/Terrebonne and Thibodaux areas to operate vehicle and provide travel information to residents and tourists.
4. Ability to maintain good driving record.
5. Must attend paid training sessions on weekends or other days as required.
6. Must possess and use accurate watch set to official Transit Department time.
7. Must possess leadership and good communication skills.
8. Ability to read and write legibly required.
9. Position is a safety sensitive position and is subject to random drug testing.

EDUCATION, EXPERIENCE, AND LICENSES

1. High school diploma or GED certificate preferred.
2. Experience operating heavy-duty transit buses preferred.
3. Possess and maintain valid Louisiana Class B commercial driver's license (CDL) with passenger and air brake endorsement and current valid ME Certificate.