

## Capital Area Transit System

<b>DEPARTMENT:</b>	<b>Operations</b>
<b>POSITION:</b>	<b>Bus Operator</b>
<b>OPENING DATE:</b>	<b>March 7, 2021</b>
<b>CLOSING DATE:</b>	<b>March 14, 2021</b>
<b>RECRUITMENT TYPE:</b>	<b>External</b>

### BUS OPERATOR

#### Summary/Objective

Responsible for the safe and efficient operation of a public transit bus for the City of Baton Rouge and surrounding areas. Operate heavy duty coaches, equipped with mobility lifts on assigned schedules and routes. Incumbent's responsibilities further include checking bus operating systems to ensure operating safety and for maintaining a good rapport with the passengers served and other duties as assigned or apparent.

#### Essential Functions

- Examines bus to insure its proper mechanical operation, including review of all safety features
- Drives bus over an assigned route
- Reports any dangerous conditions that could jeopardize the safety of the passenger or other members of the public
- Announces major stops and transfer points, assists in loading, securing, and unloading wheelchairs and passengers based on the requirements of the Americans with Disabilities Act (ADA) of 1990
- Collects bus fares, issues transfers, and answers passengers' questions in a professional and congenial manner
- Issues reports involving problems encountered on the route, including reckless driver reports, equipment failure reports, and changing road condition reports

- Maintains contact with dispatch and reports current position and conditions effecting the operation of the route as required
- Performs the physical, mental and work environment requirements for this position
- Attendance during regularly scheduled work hours and outside regular hours as necessary
- Effective and respectful communication and interaction with other employees, supervisors, individual from other organizations, and citizen customers
- Other duties as assigned or apparent

### **Minimum Qualifications**

- Graduation from high school or the equivalent
- Must have good driving skills and record
- Must have good communication skills
- Possession of, or the ability to obtain within 30 days of employment, Louisiana Commercial Driver's License with passenger endorsement

**Please submit a cover letter and resume to: [catscareers@brcats.com](mailto:catscareers@brcats.com). Submittal must be received no later than Friday, May 14, 2021.**

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