



Job Opening at Solid Ground

Job Title: Bus Operator

Department: Transportation

Supervisor: Operations Manager

Union Representation: ATU (Dues Apply)

Status: Non-Exempt

FTE: Varies

SALARY GRADE: 19/20

We believe our community can move beyond poverty and oppression to a place where all people have access to quality housing, nutritious food, equal justice and opportunities to thrive. We are committed to working with compassion, integrity, accountability, creativity and an anti-oppression approach to end homelessness, hunger, inequality and other barriers to social justice. We value collaboration and leadership from the communities we serve. As our workforce evolves to reflect the diversity of the communities we serve, our agency and workplace will be enriched and strengthened and as such we will:

- Demonstrate the initiative to learn and enhance skills that promote anti-racism, cultural competency and an understanding of oppression and its impact.
- Participate in intentional learning efforts, including events relating to understanding and dismantling institutional racism and building cultural competency.

Job Summary: Solid Ground Transportation includes para-transit service under contract to King County Metro's Access Services Division and the Vehicle Maintenance Division. Solid Ground Transportation utilizes wheelchair accessible vans to transport passengers, and operates seven days a week.

Essential Duties, Responsibilities & Tasks:

- 80% Safely transport clients from door of origin to door of destination, including assisting passengers in and out of the vehicle. Maintain a professional, courteous and caring relationship with all passengers and general public. Comply with all city, county, state, federal and Solid Ground safety rules, laws, policies, procedure and regulations.
- 10% Conduct a daily Vehicle Inspection of each vehicle prior to use, and conduct a Post-Trip Inspection at the end of each shift. Report all vehicle safety concerns and malfunctions to supervisor or maintenance staff. Clean vehicle interior on a daily basis including sweeping floors and wiping down surfaces.
- 5% Complete required paperwork, including accurately reporting all trips delivered, reporting unsafe sites, and passenger safety concerns to supervisory staff.

5% Participate in all mandatory Safety meetings and Refresher trainings.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Education & Experience:

- Drivers must successfully complete 80 hours of employer training upon hire, including First Aid/CPR, Smith System Defensive Driving, Passenger Assistance Techniques, and Diversity Training.

Minimum Qualifications:

- Must be 21 years of age
- Valid Washington State driver's license, and a clean driving record for the past five years: no serious moving violations, no at-fault accidents, no DWI's
- Successfully pass the training provided by Solid Ground Transportation and obtain the Access Driver Certificate
- Ability to pass pre-employment substance abuse test and abide with company Substance Abuse Policy, including random drug testing
- Ability to pass pre-employment driving tests
- Ability to physically perform position duties
- Effective communication skills, both oral and written
- Excellent customer service skills
- Self-motivated with an ability to prioritize and problem-solve
- Demonstrated ability to maintain effective relationships with staff, clients, co-workers and general public
- Strong map-reading skills, and general geographic knowledge of King County
- Willingness and ability to work with people from a variety of racial, cultural and economic backgrounds, with various lifestyles, sexual orientations, and of all ages

Physical Demands/Working Conditions: This position works in an office 5% of the time doing paperwork and in the parking lot securing the van, and 95% of the time in the field. Employees spend 70% of the time in the field driving and 25% of the time in the field loading and unloading clients. Position requires employee to lift/carry up to 25 pounds occasionally, and push/pull up to 200 pounds occasionally. Standing and use of stairs to assist passengers to/from and on/off vehicle required occasionally. Bending, squatting and reaching to secure mobility aides required occasionally. Position requires sitting to drive frequently. Walking required occasionally.

Hours & Compensations: Solid Ground Transportation is open seven days a week from 3:45 AM to Midnight. Applicants must be willing and able to accept work shifts throughout this period as required. This is a **union** position paying \$17.08 per hour. Benefits include medical, dental, short-term and long-term disability insurance, basic life insurance, 401(k) savings plan including agency contribution and match, holiday pay, generous paid personal leave package and tax-sheltered health care and dependent care accounts.

To Apply: Applicants must complete the Solid Ground application form specific to this position. To find an application online, go to <https://www.solid-ground.org/get-involved/careers/>, then click on the Job Title for this position and download the attached application. You may submit your completed application at jobs@solid-ground.org. You may also leave a message on our job line at **206.694.6840** requesting a specific job application, or you may apply in person at 1501 North 45th Street in Seattle's Wallingford neighborhood.

Applicants may submit completed applications by mail to: **Solid Ground, Attn: Human Resources Department, 1501 N 45th St, Seattle, WA 98103-6708.**

CLOSING DATE: Open until filled

Solid Ground is an equal opportunity employer committed to workplace diversity. We do not discriminate on the basis of gender, age, race and color, religion, marital status, national origin, disability or veteran status.