Vehicle Operator I ICPTA – (Part-time, No Benefits)

Position Number
519-71-XXX

Salary
$11.52 - $12.39/hr

Posted
February 25, 2021

Closes
Until Filled

How to apply?
Contact the Employment Security Commission,
111 Jordan Plaza
252-331-4798
OR call Samantha Balance
at 252-338-4434

ARHS does REQUIRE
NC State
Application PD-107.
Incomplete applications
will NOT be processed.
The application can be
found at
www.arhs-nc.org/contact/

Current employees of
Albemarle Regional Health
Services should contact
your immediate supervisor
first and then contact
Personnel Office if they are
interested in applying.

Albemarle Regional Health
Services provides eligible
employees with a
competitive benefits
package including paid
health insurance, paid
holidays, 401 (k), sick and
vacation leave, and N.C.
Local Government
Retirement.

ALBEMARLE
REGIONAL HEALTH
SERVICES IS AN EQUAL
OPPORTUNITY
EMPLOYER

Position Responsibilities:
This employee will operate a small or medium sized motor vehicle transporting a
variety of cargo or people on an established route. Work involves the skilled and safe
operation of a van or small bus transporting people to a designated location.
Employees maintain operational records, perform routine preventive maintenance on
the vehicle and perform other duties as required. Work is performed under the general
supervision of a higher level position. Employee must be knowledgeable of the proper
operation and minor maintenance of the assigned vehicle; safe, defensive driving
techniques; traffic laws and regulations.

Key Duties:
• Relate to clientele served.
• Transport clients safely and efficiently.
• Determine priority of clientele needs and set route accordingly.
• Diagnose weather conditions such as rain, sleet or snow
• Evaluate road conditions such as winding roads or narrowness to determine
  drivability, rate of speed, ability to maneuver, breaking ability and gear
  selection.
• Practice safe and defensive driving techniques including following traffic laws
  and regulations, loading and unloading procedures and driver manifest
  instructions.
• Properly operate assigned vehicle and perform minor maintenance.
• Complete all required paperwork accurately, honestly and in a timely manner.

Knowledge, Skills, and Abilities:
• Working knowledge of traffic laws and regulations.
• Working knowledge of the proper methods of loading vehicles and safe
  operation of the vehicle.
• Ability to service and provide minor maintenance to the vehicle.
• Ability to understand and carry out oral and written instructions.

Minimum Training and Experience:
Completion of grammar school.

Special Additional Requirements:
Appropriate North Carolina Driver’s License for the weight and type of vehicle
operated as required by the Department of Motor Vehicles.

Agency Preference: Current CDL with passenger endorsement.

A PRE-EMPLOYMENT DRUG TEST IS REQUIRED.

NOTE: All degrees shall be from an accredited institution.