



Andrew Binegar - Executive Director

JOB POSTING

DATE:

DEPARTMENT: Transportation

POSITION TITLE: Driver - On Call

SALARY RANGE: Varies

HOURS: Vary

JOB SUMMARY: To provide transportation services to individuals and groups, and to complete and maintain the necessary Documentation as required by the program.

QUALIFICATIONS: Driving experience with public transportation system is preferred Ability to communicate with customers, co-workers and management in courteous, professional manner. Ability to manage multiple tasks and provide appropriate documentation for all tasks assigned Ability to complete the necessary paperwork and logs required for appropriate program management Ability to obtain and maintain the proper licenses (valid Ohio drivers' license) to operate in a public transportation system, and good driving record. Ability to work effectively in a team environment. Majority of time spent outdoors, driving a transportation vehicle and serving customers; some time spent in an office setting within the agency facility. Requires sitting, reaching, bending, and stretching associated with driving and assisting customers into and out of vehicles. Requires motion necessary to fold and unfold wheelchairs, walkers, canes, and other walking assistance devices; ability to lift 50 lbs.; ability to perform the securement maneuver associated with transporting persons in wheelchairs. Extended hours may be required during critical workloads

DIRECT DEPOSIT ELECTRONICALLY FOR COMPENSATION IS REQUIRED.

DEADLINE FOR APPLICATION: Until Filled

SEND RESUME' AND COVER LETTER TO THE ATTENTION OF: Hazel Shoults, Transportation Assistant Manager 469 E. Ohio St, Circleville, Ohio, 43113, hshoults@picca.info

PICCA is an Equal Employment Opportunity Employer

Affirmative Action Policy Statement:

The Pickaway County Community Action Org. Inc. (hereinafter referred to as PICCA) hereby declares and affirms its commitment to equal opportunity in employment and provision of services. PICCA will comply with all requirements of the Civil Rights Act of 1964 and other applicable statutes, regulations, or executive order, which prohibits discrimination, based on race, color, national origin, sex, age, political affiliation, or disability. The organization maintains compliance with related statutes including but not limited to the Americans with Disabilities Act. PICCA also maintains a formal Cultural Diversity Policy.



Ohio Means YES-Response Line-Development Business 1-(800)-848-1300 Consumer hotline Call if you have concerns regarding Ohio's Home Weatherization Assistance Program.

PICCA is an equal opportunity provider and employer.

If you wish to file a Civil Right program complaint of discrimination, complete the USDA program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866)632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to use by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-94010, by fax (202) 690-7442 or email at program.intake@usda.gov.