



JOB POSTING

August 16, 2017

The City of Country Club Hills is now accepting applications for the following **Part-Time** vacancies.

Bus Driver

Minimum Qualifications:

Education/Experience/Training

- High School Diploma or equivalent (GED)
- Experience driving passenger vans and/or buses
- Must possess valid CDL

Skills/Abilities:

- Verbal and written communication skills
- Ability to follow written and oral instruction
- Must be familiar with geography and city street locations
- Skilled in active listening
- Ability to judge object distances
- Ability to respond (with hand, finger or foot) to signals (sound, light, pictures) when they appear
- Ability to establish and maintain effective working relationships with associates and the general public

Essential Duties/Responsibilities:

- Transport seniors and disabled residents to designated city locations
- Provide transportation for senior special events i.e. field trips, shopping, and entertainment
- Provide transportation for youth activities
- Perform basic bus/van maintenance
- Provide/serve as warming and cooling stations
- Performs duties as assigned

APPLICATION DEADLINE IS September 30, 2017

If you are interested, please submit a completed application to Deborah M. McIlvain, City Clerk, City of Country Club Hills, 4200 W. 183rd Street, Country Club Hills, IL 60478. **EOE M/F/D/V/SO**