



JOB POSTING

POSTING DATE: September 12, 2018 until filled.

POSITION & LOCATION: VEHICLE OPERATOR AIDE (Troy Sidnev Road, Troy, OH)

QUALIFICATIONS:

- High School diploma or equivalent.
- Satisfactory Abuser Registry, Web-database and criminal background checks as defined in OAC 5123:2-2-02.
- Maintain the ability to pass a drug screen.
- Possess and maintain a valid Ohio driver's license with less than six (6) points on record at any time.
- Must satisfactorily pass a post-offer medical physical demands analysis and consistently maintain ability to pass such testing.
- Must possess and maintain CPR and First Aid certifications.

DUTIES:

- Assists in loading and unloading of persons served, ensuring that persons served are delivered to their place of residence or day program or job and are sufficiently transferred to/from the home caregivers or other employees as deemed necessary by the person's served ISP.
- Provides assistance to non-ambulatory adults and operates non-bus fleet equipment (vans) intermittently.
- Provides assistance to the Vehicle Operator in the overall safe operation of the vehicle. Assistance includes but is not limited to assisting the Vehicle Operator to stop and move the bus in traffic, assisting with backing the bus, ensuring all equipment in the bus including doors and lifts are secured for the bus to be in motion.
- Acts as important liaison between the program and the family or caregiver since contacts are usually on a daily basis. Maintains positive relationships with families and caregivers.
- Assists persons served with personal needs. Interacts with persons served to provide a pleasant atmosphere on the vehicle and exhibits a genuine interest in their wants and needs. Assists in cleaning inside of vehicle.
- Monitors and assists persons served with safety precautions including, but not limited to improper standing, remaining in seats, use of seat belts, locked wheelchair clamps, and eliminating throwing items in the vehicle or through windows.
- Monitors behavior of persons served on vehicle. Encourages appropriate behavior as necessary within guidelines established by RTI policy, training sessions and instructions from the vehicle operator.
- Participates in other training as required.
- Performs other related duties as assigned.

HOURS: 7:00 a.m. to 9:00 a.m. and 2:15 pm to 4:15 p.m. Monday through Friday. Intermittent work as needed.

SALARY: \$9.61 or more with experience.

FLSA: Non-exempt from overtime.

CONTACT: To be considered please submit applications/resumes online, by email to michelle.ezerski@rtindustries.org, US Mail, fax, or by hand-delivery. You may attach a resume; however, the RTI application **must** be completed. The application is available at the RTI offices, or can be downloaded at www.rtindustries.org/careers.