

MONTGOMERY COUNTY

HUMAN RESOURCES DEPARTMENT
MONTGOMERY COUNTY • VIRGINIA
WWW.MONTGOMERYCOUNTYVA.GOV



755 ROANOKE ST, SUITE 2D
CHRISTIANSBURG, VA 24073
PHONE: 540.394-2007

Van Driver/Retired and Senior Volunteer Program Assistant #520203-2

Human Services Department COUNTY OF MONTGOMERY, VA

The Van Driver/RSVP Assistant provides transportation for RSVP volunteers to and from various activities and work stations using a passenger van with seating for 15 or fewer passengers (Non-CDL). The RSVP Van Driver/Assistant also utilizes required computer software to create Excel spreadsheets and maintain a database for all volunteer hours and workstations. .

Successful candidates will possess excellent customer service, verbal & written communication skills, computer skills, ability to work well with a variety of customers, and follow safe driving practices/rules of the road. Position requires a high school diploma/GED, and a valid Virginia driver's license with excellent driving record. Minimum pay \$13.00/hour+, up to 20 hours per week.

Interested candidates should apply online at: <http://www.montgomerycountyva.gov/HR> by **Friday, September 20, 2019** to be considered. Contact Human Resources at (540) 394-2007 if reasonable accommodation for application is needed.

Montgomery County, VA is an Equal Opportunity Employer committed to nondiscrimination in recruitment, selection, hiring, pay, promotion, retention or other personnel action affecting employees or candidates for employment. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex/gender, national origin, disability or protected veteran status.