

**CITY OF HARRISONBURG**  
invites applications for the position of:  
**Field Trip Driver**

An Equal Opportunity Employer

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**SALARY:**

Hourly  
\$15.35 - \$15.85

**OPENING DATE:** 09/13/21  
**CLOSING DATE:** Continuous



**Do you want to utilize your driving skills for a part-time job that fits your flexible schedule? If so, the Field Trip Driver with the City of Harrisonburg Department of Public Transportation may be the right job for you!**

The Field Trip Driver is a part-time position (no benefits) with a preferred starting hourly rate of \$15.35 (without CDL and endorsements) or \$15.85 (with CDL and endorsements). The ideal candidate for this position will have a flexible schedule, be available on an as-needed basis, and have knowledge of schools and popular locations in Harrisonburg and the surrounding areas.

The Field Trip Driver:

- Drives the school/activity bus to transport students to/from special events and field trips;
- Performs pre-trip inspection of the bus;
- Reports operating and equipment deficiencies;
- Cleans the inside of the bus;
- Fuels the bus;
- Maintains discipline on the bus;
- Ensures passenger safety;
- Completes paperwork for each trip.

**Physical Requirements:** This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires climbing, stooping, crouching, reaching, pushing, pulling, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels; visual acuity is required for visual inspection involving small defects and/or small parts, operation of motor vehicles or equipment, and observing general surroundings and activities; the worker is subject to outside environmental conditions, noise, vibration, and atmospheric conditions.

**Minimum Requirements:**

- High school diploma or GED. Some experience operating buses or similar equipment and in dealing with the public is preferred but not required, as candidates will be considered if they have an equivalent combination of education and experience.
- A valid driver's license is required (Commercial Driver's License with School Bus and Passenger endorsements is preferred). Applicants without a CDL or required endorsements will be considered and training will be provided if selected for the position.
- Available and willing to work a flexible schedule and on an as-needed basis is required.
- Acceptable driving record as outlined in the City of Harrisonburg's Safety Program.

The Field Trip Driver position requires:

- Skill in the safe operation of a school or activity bus;
- Knowledge of the City of Harrisonburg and surrounding areas;
- Ability to:
  - Understand and follow directions;
  - Assist children using patience and understanding;
  - Establish and maintain effective working relationships with school officials, the general public, associates and students.

**Special Requirements:** Incumbent subject to a criminal background check, a Virginia Department of Education physical examination, Federal Motor Carrier Safety Administration (FMCSA) Clearinghouse Query, alcohol and controlled substances testing as required by the Department of Transportation and a DMV record review.

**To Apply:** All candidates must complete a City of Harrisonburg online employment application in order to be considered. The position may close at any time after 10 calendar days. (posted 09/13/2021)

***All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, national origin, disability or veteran status.***

***The City of Harrisonburg is an Equal Opportunity Employer.***

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APPLICATIONS MAY BE FILED ONLINE AT:  
<https://www.harrisonburgva.gov/employment>

Job #6608 - (Sept 2021)  
FIELD TRIP DRIVER  
CM

OUR OFFICE IS LOCATED AT:  
409 South Main Street  
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