



**Mt. Diablo Center
for Adult Day Health Care**
invites applicants to apply for our
Bus Driver position
(Full-Time)

Mt. Diablo Center, located in Pleasant Hill, is looking for a thoughtful and caring Full-Time Bus Driver (14 passenger bus with wheelchair lift) to assist with picking up and dropping off clients to and from our center between the hours of 7:30am -10:15am and 2:00pm -4:00 pm. In addition, the Bus Driver also takes clients shopping in the Concord/Martinez/Pleasant Hill areas between the hours of 10:15am – 1:15pm.

If you are thoughtful, caring and enjoy seniors, this is the job for you!

Job Duties and Responsibilities:

- Ensure all passengers enter and exit the bus in a safe manner and provide assistance if needed.
- Foster and maintain good rapport with passengers, center staff, senior housing locations and care providers.
- Operate the wheelchair lift for loading and unloading if necessary and ensure passengers are properly secured before moving the van.
- Ensure all wheelchair equipment, walkers, canes and crutches are stored properly before movement of the vehicle.
- Operate the midday shopping shuttle service for frail, low-income residents of designated senior housing locations in Concord. Assist passengers with packages or groceries.
- Inspect vehicle twice daily to ensure safe and clean conditions and mechanical readiness and documents inspection and perform, document and submit vehicle condition reports.
- Review daily transportation schedule with Program Director.
- Plan appropriate routes using maps or use other navigation devices.

Minimum Qualifications

- Must have a valid Class B Commercial Drivers License and pass annual physical examination;
- Have experience working with seniors and using a wheelchair lift;
- Hold a CHP and DMV Class B License with passenger endorsement and California Vehicles for Developmentally Disabled Persons (VDDP)* certification (*or working towards a VDDP certification);
- Must maintain an acceptable driving record, reliable transportation, adequate auto insurance and be insurable by agency carrier;
- Must pass DOJ fingerprint clearance, medical examination, TB clearance, and drug and alcohol testing throughout employment;
- Must possess a high school diploma and experience working with people with disabilities preferred;

- Attend required trainings on CPR and first aid;
- Must be able to lift 50 pounds and be physically able to assist participants entering and exiting the van;
- Vision (may be correctible) must be adequate to read fine print, have depth perception and to operate vehicles.
- Hearing must be adequate to monitor traffic sounds and various sounds of vehicles.