

## WAYNE COUNTY VETERANS SERVICE COMMISSION

Invites applications for:

**POSITION: Veterans Service Driver**

**SALARY: \$17.00/hr**

Veterans Service Drivers are responsible for providing safe, reliable, and timely transportation services to veterans. This role involves driving veterans to medical appointments, support services, and other necessary destinations, ensuring their comfort and safety throughout the journey. The position requires a compassionate individual who can handle various needs of veterans while maintaining a professional demeanor.

### ESSENTIAL FUNCTIONS

- **Transportation Services:** Transport veterans to and from medical appointments, support services, and other scheduled destinations. Ensure timely arrival and departure, adhering to pre-determined schedules.
- **Vehicle Maintenance:** Perform routine checks on the vehicle, including oil changes, tire pressure, and fuel levels. Report any vehicle issues or maintenance needs promptly to the supervisor.
- **Safety and Compliance:** Follow all traffic laws, regulations, and safety protocols to ensure the safety of passengers and other road users. Maintain a clean and well-organized vehicle interior and exterior.
- **Veteran Support:** Assist veterans with mobility challenges in boarding and disembarking the vehicle. Provide a supportive and respectful environment, addressing any special needs or concerns as necessary.
- **Documentation and Reporting:** Maintain accurate records of transportation schedules, mileage, and any incidents. Report any accidents, delays, or issues encountered during transport to the supervisor.
- **Communication:** Communicate effectively with veterans, their families, and other service providers. Provide updates on transport status and any changes in scheduling.

### QUALIFICATIONS

- **Education:** High school diploma or equivalent.
- **Experience:** Previous experience in a driving role, preferably in a healthcare or service-oriented field, is preferred.
- **Licenses/Certifications:** Valid state of Ohio driver's license with a clean driving record; any additional certifications related to transportation or patient care are a plus.
- **Veterans Preference:** Must be a former member of the Armed Forces of the United States. Must have received an Honorable discharge at release from active duty (must provide a copy of DD-214 showing character of discharge).
- **Background Investigation:** Must pass a required background investigation before employment.

### PHYSICAL REQUIREMENTS

- Ability to sit for extended periods and lift to 25 pounds.
- Capable of assisting with mobility needs and managing various physical tasks associated with vehicle maintenance.

**Wayne County Veterans Service Commission** is an Equal Opportunity Employer and encourages applications from all qualified individuals. We are committed to creating a diverse environment and are proud to be an equal-opportunity employer.