



Three Sister Springs Trolley Drivers (Part Time)

Exempt:	No
Salary Range:	\$12.00-\$13.00/Hour: Part Time
Shift:	Weekends (24 hours/week)
Reports To:	Visitor Experience Coordinator

JOB SUMMARY: Highly responsible trolley operator that acts as point of contact while on the trolley for visitors to and from the Three Sisters Spring's property. This will include designated drop off and pickup points along the route. Position will be responsible for safely transporting passengers and providing them with consistent information about the City of Crystal River, United Fish and Wildlife Service and Three Sisters Springs.

DUTIES AND RESPONSIBILITIES: The duties described below are indicative of what the Three Sisters Springs Trolley Driver might be asked to perform. Other duties may be assigned.

- Comply with all State and local traffic laws and School Board policies and procedures relative to the safe operation of a passenger trolley.
- Perform a pre-trip inspection in accordance with the Department of Education Driver Curriculum Training Manual.
- Assume responsibility for the safety of the passengers, including loading and unloading.
- Instruct passengers on safety precautions and practices.
- Maintain appropriate appearance and demeanor.
- Keep interior and exterior of bus clean at all times.
- Prepare required reports accurately and submit in a timely manner.
- Report to mechanic or appropriate manager any defects, repairs needed, or other problems, which would impact the safe operation of the bus.
- Complete any required in-service and training programs.
- Make recommendations to improve trolley route, stops, and loading.
- Wear a specified uniform while on duty.
- Perform other incidental tasks consistent with the goals and objectives of this position.

QUALIFICATIONS: Must be able to perform all duties on the job description, as well as other duties assigned by Visitor Experience Coordinator, satisfactorily. Must be able to demonstrate general knowledge/skills, to accomplish duties described. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position. Must pass a physical examination and pass pre-employment drug test; must submit to a local, state, and federal background check.

EDUCATION AND EXPERIENCE: High School Diploma or general education degree (GED) desired; must have at least five (5) years of licensed driving experience.

LANGUAGE SKILLS: High-School level verbal and written communications is required. Use effective, positive interpersonal communication skills.

LICENSES, CERTIFICATIONS OR REGISTRATIONS: Must possess a valid Florida Commercial Driver's License, Class B, with passenger and air brakes endorsements.

PHYSICAL DEMANDS: Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently as needed to move objects.