

To Apply: Complete an online General Employment Application and Self-Identify documents at www.ksiinc.org. If you use g-mail or yahoo you will need to print out completed application and fax to 302-422-5848 or e-mail to HR@ksiinc.org. If you need an accommodation to fill out the application please call 302-422-4014.

Driver/Back up Driver/CDL Driver

Close Date: 2/20/2020

GENERAL DESCRIPTION: Reports to Transportation Manager. Pay Grade 4, starting rate for Drivers \$11.00 per hour. CDL Drivers starting rate for pay is \$12.00 per hour. Medical/Dental benefits available, Vacation pay, paid Holidays & paid Basic Life & Disability Insurance along with 401(k) program including employer match.

The Driver/Back up Driver/CDL Driver works a split shift, transporting program participants to and from the KSI facility at the beginning and end of the scheduled day. The work hours vary from 32-40 hrs per week depending on the assigned shift and agency needs.

ESSENTIAL FUNCTIONS: This position's primary responsibility is the transportation of KSI participants and operation of KSI vehicles in a safe, efficient, and timely manner at all times. Provide assistance to participants entering and exiting vehicles as well as with securing seatbelts, walkers, and wheelchairs as needed. Responsible for documenting and reporting any health related issues, safety rule violation or behavior situations involving participant while on a KSI vehicle as well as completion of transportation logs. Must maintain vehicle cleanliness, perform weekly maintenance checks, and timely report any maintenance concerns. Must adhere to all traffic rules and regulations, including requirements from the Department of Transportation.

PHYSICAL REQUIREMENTS: Drivers must be able to physically assist participants entering and exiting vehicle and must be able to physically assist participants in an emergency or accident. Must be able to stand, sit or walk for up to 4 hours before breaks. One must be able to perform CPR/AED, First Aid, and Mandt techniques as needed after certification. All Drivers must be able to bend, kneel, and twist to secure and assist participants in safety and emergency situations.

QUALIFICATIONS: High School Diploma or equivalent. Relevant experience. Valid Delaware CDL license with a P or Q endorsement is preferred. A valid Delaware driver's license Class D is required and must meet insurance carrier's requirements and have no more than two moving violations and no major violations on current driving record at time of hire. Must be at least 21 years of age and be licensed for more than three years regardless of age. Must be able to pass an in-house road test on a 16 passenger bus or 15 passenger van. Must be able to pass a Criminal Background check, Adult and Child Abuse Registry check, Sex Offender listing check and drug and alcohol screening. Basic computer skills are required.

**KSI provides equal employment opportunities to all employees and applicants for employment.
F/M/Vet/Disabled/Sexual Orientation/Gender Identity**