



POSTING DATE: March 4, 2019 **CLOSE DATE:** March 18, 2019

Saginaw Transit Authority Regional Services (STARS) is starting up a new non-emergency medical transit service to better serve the community. STARS is building a team of innovative and motivated individuals to start this unique service. It is the MISSION of STARS to provide safe, efficient, dependable, and affordable public transportation for ALL citizens of Saginaw.

Position: **Mobility Chauffeur (Part-Time Only)**

Position Description: Rides to Wellness provides same-day, door-to-door transportation using a personalized approach to provide health and wellness transportation services. A Mobility Chauffeur is responsible for providing safe, courteous transportation services as a part of the STARS Rides to Wellness On-Demand Service Program.

Supervised by: Mobility Coordinator

Compensation: \$11.00 per hour

Responsibilities: **Chauffeurs are expected to safely and courteously transport customers.**

- Operate assigned vehicle in a safe, courteous and timely manner, with the goal of satisfied and loyal customers
- Service vehicle as required by standards of job assignment
- Read, interpret and follow work assignment instructions; deviate from these instructions only with authorization, and maintain required schedule
- Insure vehicle cleanliness and presentation
- Perform pre- and post-operation vehicle inspections
- Operate lift and/or ramp-equipped vehicles
- Board, secure (as required by STARS procedures) and discharge passengers in safe and efficient manner; must have concern and consideration for handling of the elderly and disabled, and must be able to assist passengers into and out of their homes.
- Operate communications equipment according to prescribed FCC and STARS rules and regulations
- Install infant or child car seats in vehicles, as needed
- Perform other duties assigned

Qualifications: The physical demands include the ability to drive a vehicle for hours at a time, assisting customers “door-through-door”, lift up to 50 pounds; daily use of hands and fingers to use objects, tools, or controls, including grasping, balancing, reaching, stooping, kneeling, and crouching.

- High School Diploma or GED
- Valid Michigan Chauffeur’s License and a clean driving record
- Knowledge of Traffic laws, codes, and regulation, and the ability to operate vehicles in a safe manner in full compliance with the law.
- Knowledge of Geography of the City of Saginaw and Saginaw County
- Ability to work in a Team Environment and work under stressful conditions

Examination/Screening: Selected candidate will be required to successfully complete a drug screen, physical examination, and background check. Must be able to successfully pass internal skills test(s).

Applications: Candidate submissions and inquiries should be directed to:
Kimberly Davis, Human Resources Specialist
In person/Mail: STARS 615 Johnson St, Saginaw, MI 48607
Fax: 989-753-8255
E-mail: kdavis@saginaw-stars.com

**STARS’ is an Equal Opportunity Employer that values diversity in the workplace.
Minorities and women are encouraged to apply.**