



## **Job Description: Mobility Bus Driver**

The Mobility Driver provides specialized transportation services to non-medical appointments. This is a fee for service program. It is intended to expand transportation services options for PIC members and customers and enhance financial sustainability of Partners In Care Maryland, Inc. (PIC).

### **Duties and Responsibilities**

- Assist passengers in obtaining the most appropriate and cost effective mobility services to meet their needs.
- Understand and implement PIC pick-up bus policy.
- Understand and utilize the route match data base.
- Drive the mobility bus according to on-demand scheduling.
- Assist with other departments as needed.
- Adhere to the process and procedures of PIC, including: health, safety, and anti-discrimination polices.

### **Required Knowledge, Skills, and Abilities (KSA)**

- Minimum of one-year experience in Transportation.
- General knowledge of office equipment and software.
- Ability to manage multiple tasks and associated resources.
- Self-started and team player.
- Strong communication & organizational skills.
- Ability to prioritize.
- Background check is required.
- Department of Transportation Physical is required.

### **Reports to:** Mobility Bus Manager

This is a Part Time position.

This position is NOT eligible for benefits.

Salary range is \$14-16 per hour.



8151-C Ritchie Hwy. Pasadena, MD 21122

[Partnersincare.org](http://Partnersincare.org)

410-544-4800



**About Partners In Care Maryland, Inc.:**

Partners In Care Maryland, is an impactful organization that invest in the Older Adults of our communities. Our team consists of bright, energetic and talented people who have a passion for making a difference in the world by helping underserved communities.

**Comments:** E.E.O.C. Excellent benefit package that includes medical, dental, life, 403(B), and more. No phone calls please. Interested Candidates should forward a resume to [careers@partnersincare.org](mailto:careers@partnersincare.org) with the job title in the subject line or mail to Partners In Care at 8151-C Ritchie Hwy, Pasadena, MD 21122.



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