

## **EMPLOYMENT OPPORTUNITY FACT SHEET**

**AS A PARTNER WITH THE ARKANSAS DEPARTMENT OF WORKFORCE SERVICES, WE REPORT ALL APPLICANTS WHO FAIL TO KEEP THEIR SCHEDULED INTERVIEW OR FAIL TO REPORT FOR A SET START DATE. ONLY SERIOUS APPLICANTS NEED APPLY.**

**POSITION:**            **Transportation Attendant**

**LOCATION:**           **Hot Springs SCAT - Glenwood Route**

**HOURS:**             **Full-Time    30 Plus Hours per Week / Schedule Varies**

**APPLICATION DEADLINE:** **Open until Filled**

**DATE POSITION TO BE FILLED:** **As Soon As Possible**

**SALARY:**    **\$ 14.00 per hour**

**JOB DUTIES:**

**Provide support and oral direction to passenger in the process boarding/exiting being seated including the fastening of the seat belt is passenger requests assistance.**

**Ensure children are safely secure and seated in approved manner of seat and child is safety restraint.**

**Answers questions about bus schedules, travel routes, bus services and announces the presence and provides assistance as necessary to and/or from at the entrance of the building at the specified pick-up location.**

**Assist passengers and maintain order on the vehicle in order to assure drivers attention isn't distracted from safely operating the vehicle.**

**EDUCATION REQUIREMENTS:** **Ability to read and write English.**

**EXPERIENCE NEEDED:** **Must be able to follow written/oral instructions and be able to work flexible schedule.**

**OTHER REQUIREMENTS:** **Pre-Employment Drug Screening and Criminal Background Check. Must be at least 21 years of age. Must regularly lift and/or move up to 10 lbs., frequently lift and/or move up to 25 lbs. and occasionally lift and/or move up to 50 lbs.**

**“EQUAL OPPORTUNITY EMPLOYER”**

Central Arkansas Development Council

To download Employment Application go to [www.cadc.com](http://www.cadc.com) or for more information call 501-315-1121

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