



## **Bus Operator**

### Duties/Responsibilities

- Maneuver all buses safely under all road and traffic conditions.
- Use good judgment in interpreting dispatcher's instructions. In particular, be able to recognize, create, and follow logical sequences for pickups and drop offs of passengers.
- Observe all traffic laws, including those related to buses and public transit vehicles.
- Use correct FCC radio procedures in communication with dispatcher.
- Keep an accurate log of all trips and fare box revenues.
- Function as a representative of the system to the public. Be able to answer questions about the system.
- Provide passengers with excellent customer service.
- Perform daily pre-trip and post-trip safety inspection of vehicle.
- Perform routine maintenance: washing, cleaning, fueling, and adding fluids to vehicles as required.
- Other duties as assigned by Director, Assistant Director, or Dispatch.

### Desired Attributes

- Capacity to follow detailed instructions.
- Pleasant personality and sensitivity to passenger needs.
- Patience and ability to handle face-to-face complaints and problems.
- Professional appearance
- Training in First Aid and CPR

### Qualifications

- A Commercial Driver's License (CDL) with "B" and "P" endorsements are required. They can be obtained during training.
- Good driving skills and driving record must be maintained.
- A written test, road test, and physical examination must be successfully completed.
- Flexibility, and willingness, to work variable schedule.

Applications can be obtained online at [www.tatbus.com](http://www.tatbus.com) or at our office located at 1513 Bad Axe Road Bad Axe, Michigan 48413.

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