



## Trolley Bus Driver (Part-time) Public Works Department

Posting Date  
April 21, 2017

Closing Date  
**Open Until Filled**

\$18.00 – 20.00/hour

“We believe a strong community embraces diversity, promotes innovation, and encourages collaboration.  
We strive to lead by example within the region.  
We do this because we want everyone to choose Troy as their community for life.  
We believe in doing government the best”

The [Big Beaver Trolley](#) is the latest project realized for the Move Across Troy initiative, connecting the amenities on Big Beaver Road for Troy residents and visitors.

### DUTIES

Drives a courtesy trolley bus. Provides safe, timely shuttle service. Personally welcomes riders boarding the vehicle, effectively communicates stops and safety information, and answers questions in a friendly manner. Provides appropriate local information, distributes maps or handouts as required. Delivers excellent customer service to riders.

Conducts pre-shift and post-shift vehicle inspection, including refueling as needed. Performs vehicle inspections as needed to ensure rider satisfaction and safety. Keeps vehicle tidy at all times. Reports all vehicle damage/defects and preventative maintenance needs or other issues to supervisor.

Performs other related duties as required.

### REQUIREMENTS

- Must be a high school graduate or GED equivalent.
- Must have valid Michigan driver license with a good driving record (based on City of Troy standards), and a **Commercial Driver License (CDL) with a Group B designation including air brakes, P passenger endorsement and Medical Card as required by the State of Michigan.**
- Must be able to sit and drive for up to 4 hours continuously, with regular exposure to traffic, noise, vehicle fumes, extreme temperatures and outdoor conditions.
- Prefer previous work or volunteer experience in the transportation or related field.
- Prefer previous customer service experience and excellent customer service skills.
- Prefer applicants with an energetic, outgoing personality and a demonstrated enthusiasm for the City of Troy.
- As a condition of employment, the successful candidate must pass a background check and pre-employment physical including drug screen.

### HOURS

Monday – Friday, 25 hours per week. Shifts 9:30 AM – 2:30 PM or 3:30PM – 8:30 PM. Part-time year-round position.

**EVALUATION PROCESS** will consist of the application review, interview, driving record check, background check, physical examination and drug screen.

### APPLY

Applications are available at [www.troymi.gov/jobopenings](http://www.troymi.gov/jobopenings) and can be sent to [apply@troymi.gov](mailto:apply@troymi.gov) or turned into the Human Resources Department located at 500 W. Big Beaver Road, Troy, MI 48084, or you may call (248) 680-7296.

Your application is part of the review process; be sure it is complete. Attaching a resume is required, however, all information requested on the application form must be completed (*i.e. writing “see resume” is not sufficient*).

### AN EQUAL OPPORTUNITY EMPLOYER

The City of Troy does not discriminate against persons with disabilities in employment or the provision of services. If you have a disability and may need accommodation in order to participate in this process, please contact the Human Resources Department at least two (2) working days in advance of the date needed. An attempt will be made to make reasonable accommodation.