

Tyler County, Texas is seeking a qualified individual to fill the position of **Veteran Services Driver**

JOB TYPE: Part-Time, minimum 2 days per week, 6-10 hours (flexible)

** time varies depending on veteran appointments

SALARY: \$12/hours

REPORTS TO: Veteran Service Officer

JOB DESCRIPTION/ESSENTIAL DUTIES:

- Arrive as scheduled at arranged meeting places
- Drive to VA Clinic, may have to make rest stops, as needed
- Maintain transportation log sheet for each trip
- Complete daily transportation sheet for veteran appointments
- Fill up van with gas and provide notification of maintenance needs (oil, tires, etc.)
- Clean vehicle and maintain safety precautions

QUALIFICATIONS:

The successful candidate will:

- Have a clear driving record, driver's license and insurance
- Complete VA requirements/approval documentation for volunteer driver
- Complete physical and background check (VA required)
- Have good observation and communication skills
- Follow all federal, state and local traffic laws and company policies and procedures

PHYSICAL REQUIREMENTS/WORKING CONDITIONS:

- Sitting for long hours, driving
- Safety procedures, PPE, physical distancing

TRAINING:

- Annual cyber, privacy and safety training
- Appropriate training by site supervisor