

JEFFCO SERVICES

Positions Available

FULL-TIME VAN DRIVERS/HABILITATION SPECIALISTS

40 Hour Work Week

(Will drive AM and PM Consumer Transport Routes)

1st position: CDL with Passenger Endorsement
2nd position: Non-CDL/No Passenger Endorsement

Posting Date:

8/8/17

IMMEDIATE SUPERVISOR:

Jeffco Production Manager
- Under the direction of Jeffco CEO/Director of Services

MINIMUM REQUIREMENTS:

Valid Ohio Driver's License – both positions
(CDL with passenger endorsement) – 1 position only
Good Driving record
Insurability and maintenance of such

JOB DUTIES:

Transport Enrollees to and from Jeffco buildings/work sites; Operation of vehicle lifts to assist wheelchairs on & off vehicle; Perform inspection of vehicle as required; Maintain cleanliness of vehicle; Complete all required documentation and reports; Demonstrate regular and predictable attendance. Commit to meet all training requirements.
Other duties as assigned inclusive of Habilitation Specialist duties – provision of direct care and supervision, instruction & training to Adult Enrollees.

SALARY RANGE:

Hourly Rate: \$13.75/Hour – CDL with Passenger Endorsement
Hourly Rate: \$11.79 – without CDL/no Passenger Endorsement

BENEFITS:

Paid Time Off (PTO): 2 weeks
10 Holidays
Social Security Position
NO Hospitalization Plan

APPLICATION DEADLINE:

8/18/17 – 10:00 A.M.

Submit letter of interest to Dianne Paice – Jeffco Services
250 John Scott Hwy
Steubenville, OH 43952
740-264-4608
DPaice@jeffco-services.com