

## **Part-Time Bus Driver – Keyport Senior Center**

The **Borough of Keyport Senior Center** is seeking a responsible and experienced **Part-Time Bus Driver** to transport senior residents safely and courteously.

As a Bus Driver, you'll play a vital role in supporting our community by ensuring safe, timely, and friendly transportation for our seniors. This position requires professionalism, patience, and a commitment to safety and customer service.

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### **Key Responsibilities:**

- Operate a bus in a safe and efficient manner.
  - Follow assigned routes and schedules.
  - Assist passengers with boarding and disembarking as needed.
  - Conduct daily pre-trip and post-trip vehicle inspections.
  - Maintain a clean and organized vehicle.
  - Accurately handle fare collection when necessary.
  - Report mechanical issues or incidents promptly.
  - Provide courteous and helpful service to all riders.
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### **Qualifications:**

- Valid CDL with passenger endorsement.
  - Clean driving record with no major violations.
  - Prior experience as a bus driver or in a related role preferred.
  - Excellent communication and customer service skills.
  - Ability to work flexible hours, including occasional weekends or holidays.
  - Familiarity with local traffic laws and area roads.
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### **Benefits:**

- Paid sick time in accordance with the New Jersey Earned Sick Leave Law.
  - Opportunity to serve and support the Keyport senior community.
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### **To Apply:**

Send your **resume and cover letter** to [dnellis@keyportonline.com](mailto:dnellis@keyportonline.com). Applications will be accepted until the position is filled.

Keyport is an **Equal Opportunity Employer** and a **Civil Service Municipality**.