

**Bus Driver (8486C), Parking & Transportation - 73990**  
**University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=247870>

Downloaded On: Nov. 21, 2024 8:58am

Posted Oct. 30, 2024, set to expire Feb. 26, 2025

<b>Job Title</b>	Bus Driver (8486C), Parking & Transportation - 73990
<b>Department</b>	Campus Transit
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Oct. 30, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Classified Staff
<b>Academic Field(s)</b>	Facilities/Maintenance/Transportation
<b>Apply Online Here</b>	<a href="https://apptrkr.com/5762885">https://apptrkr.com/5762885</a>

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**Job Description**

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**About Berkeley**

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and

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commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit [grow.berkeley.edu](http://grow.berkeley.edu).

### Departmental Overview

Campus Transit provides shuttle service to approximately 800,000 passengers, on an annual basis, and employs a staff of capable SAEOs, to assist with their transportation needs. This position requires individuals capable of operating and maintaining scheduled service on various routes. Individuals must be thoroughly familiar with a two-way radio communications system, as well as with FCC laws. Incumbents, in this position, will assist the Lead Operator, as necessary.

### Position Summary

Campus Transit provides shuttle service to approximately 800,000 passengers, on an annual basis, and employs a staff of capable SAEOs, to assist with their transportation needs. This position requires individuals capable of operating and maintaining scheduled service on various routes.

### Custom Scope

Responsible for safely transporting passengers in various types of buses and vans, on scheduled routes, between BART and the Campus/Center for Shared Services (CSS), Hearst Mining Circle and

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Space Science Labs, 2000 Carleton - ASUC - University Hall, inter-campus and/or intra-campus routes as directed. Operate automatic, or manual, transmissions. Responsible for safely transporting passengers to/from their destination, in a timely manner, following a prescribed route campus transit.

### Application Review Date

The First Review Date for this job is: 11/11/2024.

### Responsibilities

- Responsible for safety transporting passengers to/from their destination, in a timely manner, following a prescribed route.
- Must understand, explain and operate within established timeframes and route schedules.
- Responsible for safely transporting passengers to/from UCB and various points in the Bay Area.
- Read and understand maps and travel directions.
- Must know, enforce, and adhere to, and comply with all Federal, State and University regulations, which include safety policies.
- Responsible for operating two-way radios, per departmental and FCC regulations.
- Responsible for performing mechanical and administrative check-in and check-out procedures incidental to driving assigned vehicles.
- Responsible for completing required departmental forms accurately and legibly.
- Operate wheelchair mechanism, to assist disabled passengers, and be familiar with ADA passenger regulations, as they relate to transportation.
- Handle emergency situations according to university policies and procedures.
- Maintain good working relationships with fellow workers.
- Fulfill other duties, such as: refueling, closing windows, sweeping and/or washing bus interior, as needed, disposing of refuse from vehicle used for the shift, in the appropriate manner and receptacle, and turning-in lost items.
- Performs other duties, as assigned by the Lead Driver, Transit Supervisor, or designee, as needed.
- Must demonstrate ability to safety drive Bear Transit 35' and 40' passenger vehicles.
- Ability to read, write legibly, and speak, in English, to understand passengers, give directions, properly execute safety protocol, interact with first-responders, and write accident, incidents and safety, or other, reports.
- Excellent communication skills, to interact with diverse ridership.
- Ability to work independently.
- Availability, and flexibility, to be assigned, or fill-in for absent SAEOs, with minimum or same-day, notification.

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- Responsible for performing Pre-Trip and Post-Trip inspections.

**Required Qualifications**

- Knowledge of transit service operations as well as related policy and regulatory compliance from government agencies.
- Skills in customer service.
- Passenger experience.
- Ability to operate automatic transmission buses.
- Class B/Commercial Driving License, passenger endorsement with air brake certification.

**Preferred Qualifications**

- HS Diploma or GED equivalency and/or equivalent experience/training.

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### **Salary & Benefits**

This is a 100% full-time (40 hrs a week) non-exempt career position, which is paid hourly and eligible for UC Benefits.

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted hourly range that the University reasonably expects to pay for this position is \$22.21 (Step 1) - \$25.51 (Step 8).

### **How to Apply**

- To apply, please submit your resume and cover letter.

### **Driving Required**

- A valid driver's license, Commercial Driving License with Passenger endorsement and air-brake and DMV check for driving record is required.

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### **Other Information**

This position is governed by the terms and conditions in the agreement for the Service Unit (SX) between the University of California and the American Federation of State, County and Municipal Employees (AFSCME). The current bargaining agreement manual can be found at:

<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/sx/index.html>

- This is not a visa opportunity.

### **Conviction History Background**

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

### **Physical Exam**

- Employment is contingent upon passing a drug screen/physical exam.

### **Equal Employment Opportunity**

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the

[https://apptrkr.com/get\\_redirect.php?id=5762885&targetURL=U.S. Equal Employment Opportunity Commission](https://apptrkr.com/get_redirect.php?id=5762885&targetURL=U.S. Equal Employment Opportunity Commission) poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

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**To apply, visit**

[https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS\\_CG\\_S](https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_S)

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

N/A

University of California, Berkeley

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