

**Bus Driver (8486C), Parking & Transportation - 76465**  
**University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=253637>

Downloaded On: Feb. 24, 2025 6:49pm

Posted Feb. 24, 2025, set to expire Jun. 30, 2025

<b>Job Title</b>	Bus Driver (8486C), Parking & Transportation - 76465
<b>Department</b>	Campus Transit
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Feb. 24, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Facilities/Maintenance/Transportation
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**Job Description**

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**About Berkeley**

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

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We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). 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 full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

### 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.

### Application Review Date

The First Review Date for this job is: 03/06/2025.

### 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.

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- 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.
- Safely drive Bear Transit 35' and 40' passenger vehicles.

### Required Qualifications

- Must demonstrate ability to safely 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.
- Knowledge of transit service operations as well as related policy and regulatory compliance from government agencies.
- Skills in customer service and passenger experience.
- Ability to operate automatic transmission buses.
- Responsible for performing Pre-Trip and Post-Trip inspections.

### Preferred Qualifications

- High School Diploma or GED equivalency and/or equivalent experience/training.

### Salary & 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

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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 rate that the University reasonably expects to pay for this position is \$25.51 (Step 8).

- This is a full-time, Career position that is eligible for full UC benefits.
- This is a non-exempt, bi-weekly paid position.

### **How to Apply**

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

### **Driving Required**

- A valid driver's license and DMV check for driving record is required.
- Valid Commercial Driving License with Passenger Endorsement and Air-Brake.

### **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.

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## 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.

## Misconduct

**SB 791 and AB 810 Misconduct Disclosure Requirement:** As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

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[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

### **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=6026714&targetURL=U.S. Equal Employment Opportunity Commission](https://apptrkr.com/get_redirect.php?id=6026714&targetURL=U.S. Equal Employment Opportunity Commission) poster.

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

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

**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**

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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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