

Motor Vehicle Operator, Parking and Transportation
Services
University at Buffalo

Direct Link: <https://www.AcademicKeys.com/r?job=262254>

Downloaded On: Sep. 9, 2025 11:59pm

Posted Sep. 9, 2025, set to expire Sep. 19, 2025

Job Title	Motor Vehicle Operator, Parking and Transportation Services
Department	Parking and Transportation Services
Institution	University at Buffalo Buffalo, New York
Date Posted	Sep. 9, 2025
Application Deadline	09/19/2025
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Facilities/Maintenance/Transportation
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Job Description

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Motor Vehicle Operator, Parking and Transportation Services

Position Information

Position Title: Motor Vehicle Operator, Parking and Transportation Services

Department: Parking and Transportation Services

Posting Link: <https://www.ubjobs.buffalo.edu/postings/58874>

Job Type: Full-Time

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Posting Detail Information

Position Summary

Join the [Parking and Transportation Services](#) team at the University at Buffalo and drive the difference! As an Evening Shuttle Bus Operator, you will play a vital role in keeping our campus community connected by providing safe, reliable, and courteous shuttle services during the evening shift of 2:00 p.m.- 10:30 p.m. This position offers an opportunity to support students, faculty, and staff, including those with disabilities, while ensuring a welcoming and accessible campus environment.

Responsibilities:

- Provide Shuttle Service: Operate university shuttle buses on designated routes during evening shifts, ensuring timely and safe transportation for students, faculty, and staff across campus.
- Vehicle Maintenance: Perform regular cleaning and pre-/post-trip inspections of shuttle buses to maintain cleanliness, safety, and operational standards.
- Support Accessibility: Assist those with disabilities through dedicated transportation services, ensuring safe and comfortable travel.
- Customer Service: Interact with passengers professionally, addressing inquiries and providing assistance as needed to enhance their experience.
- Safety Compliance: Adhere to all traffic regulations, university policies, and safety protocols to ensure the well-being of passengers and pedestrians.
- Report Issues: Document and report any incidents, accidents or maintenance needs promptly to supervisors.

This position is defined as safety-sensitive, and as such, is subject to alcohol and drug testing under the Omnibus Transportation Employee Testing Act of 1991.

Learn more:

- Our [benefits](#), where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the [University at Buffalo community](#).

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The University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply, including veterans and individuals with disabilities.

Minimum Qualifications

- Valid New York State Commercial Drivers License (CDL) Class A, B or C with Passenger (P) endorsement for 25 passengers.
- You are required to create a [Clearinghouse account](#) as part of your application.

Preferred Qualifications

- Previous experience operating a passenger bus or shuttle in a campus or public transit setting.
- Familiarity with assisting individuals with disabilities.
- Strong communication and customer service skills.

Physical Demands

- Ability to sit for extended periods while operating a vehicle.
- Capability to assist passengers, including those with mobility challenges, as needed.
- Ability to perform light cleaning and maintenance tasks.

Salary Range

\$38,235

Special Instructions Summary

Applicants will be required to provide their drivers license information and create a Clearinghouse account to enable participation in the License Event Notification Service (LENS) and Clearinghouse for Federal Motor Carrier Safety Administration.

The FMCDs Commercial Drivers License Drug and Alcohol Clearinghouse is a secure online database that will allow the University at Buffalo to request access from applicants to identify drivers who commit drug and alcohol program violations.

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Is a background check required for this posting?

Yes

Contact Information

Contact's Name: Leonard Hubbard

Contact's Pronouns:

Contact's Title:

Contact's Email: leonardh@buffalo.edu

Contact's Phone: 716-645-3943

Posting Dates

Posted: 09/05/2025

Deadline for Applicants: 09/19/2025

Date to be filled: 10/01/2025

Contact Information

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

Contact

N/A

University at Buffalo

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