

**Vehicle Operator I ICPTA – (Part-time, No Benefits)**

**Position Number**

519-71-008 (362)  
519-71-017 (371)

**Salary**

\$17.00  
Hourly

**Posted**

February 09, 2024

**Closes**

Until Filled

**How to apply?**

Contact the Employment  
Security Commission,  
111 Jordan Plaza  
252-331-4798  
OR call Samantha Ballance  
at 252-338-4434

Additional information can  
be found at  
[www.arhs-nc.org/employment/](http://www.arhs-nc.org/employment/)

Current employees of  
Albemarle Regional Health  
Services should contact  
your immediate supervisor  
first and then contact  
Personnel Office if they are  
interested in applying.

Albemarle Regional Health  
Services provides eligible  
employees with a  
competitive benefits  
package including paid  
health insurance, paid  
holidays, 401 (k), sick and  
vacation leave, and N.C.  
Local Government  
Retirement.

ALBEMARLE  
REGIONAL HEALTH  
SERVICES IS AN EQUAL  
OPPORTUNITY  
EMPLOYER

**Position Responsibilities:**

This employee will operate a small or medium sized motor vehicle transporting a variety of cargo or people on an established route. Work involves the skilled and safe operation of a van or small bus transporting people to a designated location. Employees maintain operational records, perform routine preventive maintenance on the vehicle and perform other duties as required. Work is performed under the general supervision of a higher level position. Employee must be knowledgeable of the proper operation and minor maintenance of the assigned vehicle; safe, defensive driving techniques; traffic laws and regulations.

**Key Duties:**

- Relate to clientele served.
- Transport clients safely and efficiently.
- Determine priority of clientele needs and set route accordingly.
- Diagnose weather conditions such as rain, sleet or snow
- Evaluate road conditions such as winding roads or narrowness to determine drivability, rate of speed, ability to maneuver, breaking ability and gear selection.
- Practice safe and defensive driving techniques including following traffic laws and regulations, loading and unloading procedures and driver manifest instructions.
- Properly operate assigned vehicle and perform minor maintenance.
- Complete all required paperwork accurately, honestly and in a timely manner.

**Knowledge, Skills, and Abilities:**

- Working knowledge of traffic laws and regulations.
- Working knowledge of the proper methods of loading vehicles and safe operation of the vehicle.
- Ability to service and provide minor maintenance to the vehicle.
- Ability to understand and carry out oral and written instructions.

**Minimum Training and Experience:**

Completion of grammar school.

**Special Additional Requirements:**

Position must submit to pre-employment, random, and accident drug and alcohol testing as required by federal law. A quarterly DMV record check will be completed to ensure this position has a clean driving record. Appropriate North Carolina Driver's License for the weight and type of vehicle operated as required by the Department of Motor Vehicles. Must be able to pass a DOT physical.

**Agency Preference:** Current CDL with passenger endorsement.

**NOTE:** All degrees shall be from an accredited institution.