

Rogue Valley Transportation District

Job Description

April 2019

Job Title: Passenger Amenities Technician
Department: Maintenance Department
Reports To: Maintenance Supervisor
FLSA: Non-Exempt

SUMMARY

Under general supervision of the Maintenance Supervisor, maintain the cleanliness of RVTD bus stops, shelters and the RVTD Transfer Station buildings and grounds. This position will be working closely with a person with disabilities to assist with portions of this job.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Operate an RVTD vehicle to travel within the District boundary to maintain the cleanliness of bus stops and shelters. This will include using cleaners, hot water pressure washer, weed trimmer trash grabbers, and other equipment as needed.
- Maintain and clean Front Street Station buildings and grounds as needed to maintain RVTD standards. Using chemicals and equipment to clean sidewalks and building exteriors. Remove graffiti from RVTD property.
- Maintain all fuel levels on assigned vehicle, maintain a practical level of cleaning supplies, supply tank water, and needed chemicals.
- Work with Maintenance Supervisor to develop a route and schedule to clean all bus stops within a 10-business day rotation.
- Perform daily vehicle and equipment safety inspections and alert the Maintenance Supervisor of any found defects or safety concerns. Follow RVTD and OSHA regulations to ensure employee safety. Follow all Personal Protective Equipment recommendations and procedures.
- Perform light maintenance on bus shelters and inform the Facilities Maintenance Department of issues, defects or vandalism as needed.
- Attend training to properly work with disabled persons and act as a job coach to your assigned person.
- Must maintain a satisfactory driving record and report any tickets or charges to the Maintenance Supervisor.
- Respond as needed to clean bus stops, shelters or grounds as assigned.
- Other duties may be assigned as needed.

SUPERVISORY DUTIES

This job has limited supervisory responsibilities.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Ability to operate larger non CDL vehicles and experience with pressure washing is preferred. To perform this job successfully, an individual must also be able to complete multi-tasks under highly stressful conditions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Experience operating larger vehicles, pressure washers, and janitorial helpful. Experience working with persons with disabilities is helpful with this position.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Must have valid Oregon Driver's License and a clean driving record.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; and talk or hear. The employee frequently is required to stand; walk; sit; reach with hands and arms; stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance. The employee must regularly lift and/or move up to 50 pounds.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles and is occasionally exposed to toxic or caustic chemicals. The employee is occasionally exposed to wet and/or humid conditions and outside weather conditions. The noise level in the work environment is usually moderate.