

JOB OPPORTUNITY

Position Title: [Substitute Bus Driver](#)

Location(s): all locations
Thompson, Fayette, Liberty,
Gloster, Centreville, Woodville

Pay Rate: \$10.08 per hour
depending on education and experience

Work Year: 9 Months

Work Hours: 30 hours/week, generally Monday -Friday (Time varies)

JOB Summary

Primary responsibility for ensuring the health, safety and welfare of the children, staff, and volunteers during bus transportation to and from the center and on field trips. It is also the role of the Bus Driver to: guarantee that the bus is clean and in proper working condition at all times; determine and follow safe and efficient bus routes; ensure all children are in age appropriate child safety restraints; assist in ensuring child/staff ratio is maintained on the bus and provide day to day guidance to the Bus Monitor; maintain all transportation records required by the program; ensure bus evacuation drills are held at least monthly; and, evacuate children in case of emergency The Bus Driver also acts as a link between the parents and the Head Start program.

Qualifications:

EDUCATION: High School Diploma

License Requirements: Current CDL driver's license with passenger endorsement with safe driving record; be certified in First Aid and CPR for all age groups transported

Experience: Successful experience as a School Bus Driver preferred. Knowledge of the challenges and strengths of low-income and migrant families. Effective oral and written communication skills commensurate with the responsibilities of the position are required. Bilingual, both oral and written, ability (English/Spanish) is preferred.

Resume / Application Closing Date: until filled

Please Submit Cover Letter, Resume and AJFC Application To:

Zadier Thomas, Human Resources Director
AJFC Community Action Agency, Inc. | P.O. Box 3011
1038 North Union Street Building A | Natchez, MS 39121
Email: zthomas@ajfcaa.org | Fax: (601) 442-9572

Mission: To promote self-sufficiency for individuals and families of low-income communities through comprehensive services in collaboration with other supporting organizations.

"An Equal Opportunity Employer"