

**POSITION NOTICE
BIG SPRING SITE**

POSITION: **PART-TIME BUS DRIVER #235**

NOTE: **OFFICIAL TRANSCRIPTS AS WELL AS ANY OTHER DOCUMENTS DISCLOSING CREDENTIALS PERTAINING TO THIS POSITION WILL BE REQUIRED. WILL BE SUBJECT TO A CRIMINAL BACKGROUND CHECK.**

EXPERIENCE AND OTHER QUALIFICATIONS REQUIRED: Ability to operate common office equipment and work flexible schedule. One (1) year related experience driving a school or touring bus, touring bus experience preferred. Must have a DOT physical. Must have a CDL with passenger endorsement driver's license. Must pass the MVR with CDL record. Must pass a drug test and be available for random drug testing.

DESCRIPTION OF JOB DUTIES: Drive bus to and from Howard College to various college and/or community events. For a complete list of job duties please refer to the job description, available from Human Resources.

SALARY RANGE: \$35.00 - \$38.00 per hour, to include driving, preparation, and maintenance of buses. Trips requiring overnight stay for drivers and co-drivers will pay for actual work time or a minimum of 8 hours for away days, whichever is greater. When returning from an overnight trip, drivers will be paid for actual work time. Work time consists of all hours, whether driving, co-driving, or working on or around the bus, attending events, meal breaks or other stops while students are present.

POSITION AVAILABLE: **Immediately**

TO APPLY: **Complete an online application at:**
<https://www.howardcollege.edu/careers>

POSTED: **October 8, 2025**