

**POSITION NOTICE**  
**HOWARD COLLEGE – 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:** \$15.00 per hour, to include driving, preparation, and maintenance of busses. 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, working on or around the bus, attending events, meal breaks or other stops while students are present.

**POSITION AVAILABLE:** **May 19, 2021**

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

**POSTED:** **May 19, 2021**

It is the intent of the Howard County Junior College District to provide equal employment opportunity for all persons regardless of race, color, national origin, sex, disability, age, religion, genetic information, veteran's status, or any other characteristic protected under applicable federal or state law in its employment policies, procedures, and processes as well as application and admission processes, educational programs and activities and college facilities.