

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: \$20.00 - \$23.00 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: **March 20, 2025**

It is the intent of the Howard County Junior College District not to discriminate nor tolerate discrimination or harassment against any legally protected category, class, characteristic, or on the basis of any other legally protected status in its employment policies, procedures, and processes to ensure employees and applicants are treated fairly and respectfully.