

## **Fueler/Cleaner Job Description Summary**

Perform scheduled maintenance of fuel, check lubricant/fluid levels in mass transit vehicles and light vehicles. Detailing the interior and exterior of the vehicles. Perform custodial duties around the facility. This position is under the general supervision of the Director of Maintenance who provides instructions on routine work and new assignments.

### **Essential Duties**

- Fuel and check lubricant/fluid levels in mass transit vehicles and light vehicles on a daily basis. Refill as necessary, recording the type and amounts dispersed.
- Wash buses, vans and other vehicles in a bus washer on a daily basis, or as otherwise scheduled.
- Perform a deep cleaning of vehicles as required.
- Probe and pull fare boxes.
- Start buses and perform operational readiness inspections during each shift.
- Provide assistance to mechanics when needed.
- Drive buses and vehicles to designated locations as needed.
- Maintain the office premises in a clean and orderly condition as well as perform facilities maintenance.
- Install advertisement signs inside of buses.
- Perform work safely in accordance with departmental safety procedures. Operate equipment safely and
- Read and obtain a thorough knowledge and understanding of the Employee Handbook, the Discipline Code, the Collective Bargaining Agreement and all other policies and procedures and abide by them in the performance of duties.
- Treat all passengers and ValleyRide employees in a respectful, professional manner.

### **Non Essential Duties**

- Perform other related functions as assigned or apparent.

### **Education and/or Experience**

High school diploma or general education degree (GED). A minimum of one year's experience in light duty vehicle service and repair and/or janitorial work.

### **Certificates, Licenses, Registrations**

Possess a valid Class B CDL with airbrake and passenger endorsements. Satisfactorily pass an annual physical examination which shows the capability to perform essential duties. Satisfactorily pass a drug test as requested. This position is subject to the

successful completion of a criminal background check. Must be 25 years of age for Insurance Purposes

Job Type: Part-time

Salary: \$12.00 /hour