

CITY OF PULLMAN, WASHINGTON CLASS SPECIFICATION

BUS WASHER

4101

GENERAL PURPOSE: This is manual work in cleaning and servicing transit vehicles and custodial duties for the transit system's buildings and other facilities.

CLASSIFICATION SUMMARY: Performs cleaning and minor servicing of transit vehicles. Inspects equipment for damage and reports damage. Employee must be able to drive buses to make bus changes if a bus needs to be traded out for maintenance or servicing. Performs custodian work in transit buildings, shelters, and bus stops. Does not supervise other transit employees, but is responsible for overseeing the performance of the part-time bus washer. Reports to the Lead Driver/Dispatcher or Transit Operations Supervisor. Work is performed according to established routines and procedures. Assignments require ability to learn manual tasks rather than prior experience. Once experience is gained, work is performed independently. Work performance is reviewed by inspection of the assigned work.

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES AND RESPONSIBILITIES:

Cleans the exterior and interior of transit vehicles using hand and power equipment.

Moves and lines up buses in yard and barn.

Checks exterior for evidence of damage and reports damage.

Checks interior for vandalism and conditions which would injure passengers or their clothing and reports damage or repairs damage as applicable.

Fuels buses and checks oil and water levels when required.

Trades out buses when required.

Acts as custodian for transit system.

Cleans and repairs bus shelters and bus stop signs.

Attend work on a regular and dependable basis.

Interacts in a professional and respectful manner with city staff and the public.

During the winter will clean snow and ice from bus stops, may use a snow blower to remove snow.

OTHER JOB FUNCTIONS:

Performs other tasks as assigned.

SELECTION FACTORS:

(Applicants should describe their previous experience and training for each of the following selection factors. These factors will be the basis for selecting the most qualified applicants to be interviewed. Candidates selected for employment must satisfactorily demonstrate possession of these factors during a prescribed probationary period, and afterwards, for continued employment.)

- < Ability to use necessary cleaning equipment and tools properly;
- < Ability to comprehend and follow oral and written instructions;
- < Ability to establish and maintain effective working relationships with supervisor and co-workers;
- < Ability to obtain a commercial driver's license, Class B with air brake restriction removed;
- < Ability to safely operate a motor vehicle as evidenced by a good driving record;
- < Ability to physically perform the essential functions of the job.

MINIMUM QUALIFICATIONS:

(Persons applying for a position of this class should have any combination of the following experience and training.)

Physical strength and agility to perform the work; any experience or education which would demonstrate the ability to perform the work. Possession of a valid driver's license.

TOOLS AND EQUIPMENT USED:

Paratransit van, bus, or car; power washer; janitorial equipment.

WORK ENVIRONMENT:

(The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is exposed to wet and/or humid conditions, toxic or caustic chemicals. The employee is occasionally required to reach, bend, stoop, and stand for long periods of time. The employee must occasionally lift and/or move up to 50 pounds.

This is a safety-sensitive position and is subject to random drug and alcohol testing as a condition of employment.

The noise level in the work environment is moderately loud.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

FLSA Classification: Non-Exempt

Adopted: 1/90 Revised: 9/91, 4/94, 12/01