

Job Opening Title: NATS Driver / Operator
Job Description: Job Title: NATS Driver

Title this job typically reports to: Northwest Arkansas Development District (the District) NATS Operations Manager

This position is classified as non-exempt as stated in the Fair Labor Standards Act.

GENERAL PURPOSE OF THE JOB:

The NATS Driver works under the general supervision of the NATS Operations Manager. Responsibilities include driving an assigned NATS vehicle on a scheduled route.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Reporting relationships, work assignments, and work schedules may be subject to change in order to meet District needs. Attendance at work is an essential function of the job and teamwork and supervision are required for proper job performance. Other duties may be assigned.

1. Attend all training sessions as directed by NATS management including defensive driving, passenger assistance, drug and alcohol awareness training.
2. Will be available to assist with paper work, filing dusting, cleaning offices, restrooms and garage when at the office during inclement weather with no passengers to transport.
3. Will be responsible for passenger's safety while on board a NATS vehicle.
4. Exhibit personal cleanliness and good hygiene.
5. Strive to present a pleasant personality and be courteous to passengers and general public.
6. Perform daily pre trip and post trip inspections.
7. Report to the Operations Manager when routine maintenance check is due or any problem they detect with their vehicle.
8. Report immediately to the Operation Manager any accident that has occurred with either the vehicle or a passenger.

REQUIRED COMPETENCIES:

1. Clean driving record
2. Pass a criminal background check and a pre-employment drug test.
3. Must pass random, reasonable suspicion and post-accident drug and alcohol testing.

EDUCATION AND/OR EXPERIENCE:

Must hold a valid Arkansas CDL driver's license. License must include a Passenger Endorsement.

LANGUAGE SKILLS:

Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.

PHYSICAL DEMANDS

1. Frequent standing for a minimum of seven (7) hours, sitting for one (1) hour and walking for one (1) hour.

2. Occasional carrying or lifting weight up to 50 lbs. Occasional bending, stooping, squatting, crawling, climbing, crouching, kneeling, balancing, pushing, pulling and reaching above shoulder.
3. Continuous use of hands for repetitive actions such as simple and firm grasping and fine manipulation.

NWAEDD is an Equal opportunity employer.

Upload Application and/or Description: [Open File](#)

Instructions on how to apply for the job.: Please email application to Skimg@nwaedd.org or glabonte@nwaedd.org