

Gaston Community Action, Inc.

Post office Box 1653, 223 N. Morris Street
Gastonia, North Carolina 28053

Office: (704) 866-8721
Fax: (704) 866-8725

Advertisement

(Head Start Current and Former Parents are encouraged to apply)

Job Title:	Bus Driver/Maintenance	Job Category:	Human Service
Department/Group:	Head Start	Travel Required:	No
Location:	Gaston and Lincoln County	Position Type:	Full-Time Non-Exempt
HR Contact:	Travice Conner	Date posted:	6/1/2022
Will Train Applicant(s):	Yes	Posting Expires:	Open until filled
Applications Accepted By:			
Fax, E-mail, or Online: (704) 866-8725 or travice.tatum-conner@gastonca.org Subject Line: Bus Driver/Maintenance Online: www.gastonca.org		Mail: Gaston Community Action, Inc. Human Resource Manager PO Box 1653 Gastonia NC 28054	
Job Description			
Role and Responsibilities Responsible for overseeing the maintenance, cleanliness, and upkeep of the physical building and grounds in direct correspondence with all applicable federal, state, local, and organizational requirements. Ensure that the highest possible safety standards are followed while transporting authorized child passengers in the Head Start vehicles according to applicable federal, state, local and organizational requirements. Other duties; may be assigned.			
Qualifications and Education Requirements <ul style="list-style-type: none">• High School Diploma or GED			
Special Skills <ul style="list-style-type: none">• Bilingual			
Reviewed By:		Date:	5/23/2022 2:39 PM
Approved By:		Date:	5/23/2022 2:39 PM
Last Updated By:	Travice Conner	Date:	5/23/2022 2:39 PM

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This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, and transfer, leaves of absence, compensation, and training.