

COACH OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: This work involves the timely and safe operation of a coach in accordance with the Motor Vehicle and Traffic Laws and Regulations of New York State. Coach Operators are responsible for the safety of all passengers and must practice defensive driving, alert to all possible road and weather conditions, passenger behavior, pedestrians and other vehicle traffic. Work is performed under general supervision with leeway for the use of discretion in safety and traffic matters. Does related work as required.

TYPICAL WORK ACTIVITIES:

Performs pre-ride safety check of coach and reports any operating defects, on form provided, to the garage;
Drives a transit coach along assigned route, maintaining the trip schedule as closely as possible;
Remains on constant alert to road and weather conditions, pedestrians, passengers behavior and safety and driving of other motorists;
Monitors coach operation for safe performance;
May assist elderly, frail, children or disabled riders in boarding coach and seating;
Responds courteously to passengers requests for information or complaints;
Monitors passengers' fare deposits;
Prepares daily trip reports on the number of passengers, transfers, passes, etc.;
Reports any operational defects to an immediate supervisor;
Maintains a supply of schedules for distribution to the public;
May be required to perform minor maintenance tasks on the vehicles.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of New York State Motor Vehicle and Traffic Law and rules and regulations governing the operation of a transit coach;
Thorough knowledge of safety procedures and techniques necessary for the safe operation of coach;
Ability to understand and follow oral and written directions;
Ability to establish rapport with the public;
Ability to remain calm and courteous under very stressful situations;
Ability to maneuver the coach safely in all traffic and weather conditions;
Patience;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma.

SPECIAL REQUIREMENTS: Possession of a motor vehicle operators license. Applicants must meet 19A of the New York State Motor Vehicle Traffic Law requirement at time of appointment.

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NON-COMPETITIVE