

COUNTY OF IONIA  
Part Time Position Opening, "Pending Board Approval"

Title: **Commission on Aging Transportation Van Driver**

Starting Salary: \$12.47

Location: Ionia County

Minimum Qualifications: High school diploma or GED plus exhibited safe driving record and habits. Previous experience working with elderly and/or handicapped persons is helpful; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills and abilities for this job. A valid Michigan driver's license is required as well as the ability to operate a variety of office machines, complete daily driving documents, vehicle repair requests and other documents.

General Summary Under the supervision of the Administrator, the Transportation Van Driver is responsible for transporting clients to and from their homes to appointments and other destinations in and out of Ionia County.

Must be able to assist clients in an out of vehicle, ability to work with wheel chairs, walkers and be able to lift, push, pull, kneel and crouch. Must be willing to work in various weather extremes/driving conditions and able to respond to crisis and/or difficult situations in a professional manner.

Must be willing to become acquainted with Ionia County Commission on Aging's programs and services and communicate the basics of these services to clients and able to complete required agency trainings/certifications.

Please complete an Ionia County Application for Employment and submit it to:

Ionia County Administration Office  
101 W. Main Street (top floor)  
Ionia, MI. 48846

Applications available online at [ioniacounty.org](http://ioniacounty.org) and at the Commission on Aging Office. Applications will be accepted until filled.

Ionia County is an equal opportunity employer.

**Ionia County is an Equal Opportunity Employer. In compliance with the Americans With Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.**