

**COUNTY OF IONIA  
POSITION OPENING  
Commission on Aging**

**Title: Transportation Driver**

**Starting Pay:** Grade 5 Step 1 \$12.59/hour

*One Part-Time Position Open*

**Minimum Qualifications:** High school diploma or GED. A valid Michigan driver's license, excellent driving record + ability to become PASS certified are required. Previous experience working with elderly and/or handicapped persons is extremely helpful.

Ability to operate a variety of office machines, complete daily inspections and paperwork, including vehicle repair requests and other documents, along with other duties as assigned.

**General Summary:** Transportation Drivers are responsible for transporting clients to and from their homes, to appointments and other destinations, in and out of Ionia County.

Drivers complete a minimum of 2 annual trainings including PASS certification, knowledge of other COA programs and services along with other relevant topics to maintain high quality service delivery and support to Ionia County Seniors.

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

A completed Ionia County Application for Employment is required.

Please submit it (a cover letter and resume are helpful but not required for this position) to:

Ionia County Administrative Building  
Human Resources  
101 W. Main Street  
Ionia, MI 48846

You may also contact the Commission on Aging to have an application mailed to you, (616) 527-5365.

Applications will be accepted until position is filled.

**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 employer.**