

# California Job Order Bulletin Board Print Document

Job Order: **19754803**

Print Date: **8/19/2024 7:17:08 PM**

Job Title: **LAX Commercial Transit**

Type of Job: **Regular**

Job Time Type: **Full Time (30 Hours or More)**

**Job Description:** The Shuttle Driver position is responsible for the effective, efficient and safe transportation, loading and unloading of passengers & employees to and from the airport terminal and employee parking, and to ensure that all activities support the safety and welfare of all passengers.

**Responsibilities:**

- Reliable and punctual attendance is paramount to this position.
- Works well with others and is a strong team player.
- Greet customers, be responsive and timely with correspondence and problem resolution, display a caring attitude and develop a rapport with all passengers.
- Anticipate guest needs wherever possible and exhibit a sincere desire to meet or exceed them
- Assist passengers with general information about the local area.
- To work with and without supervision and follow direction of supervisors when requests are made.
- Promote good customer relations by consistently providing premier customer satisfaction with a friendly demeanor, can-do attitude, and willingness to help at all times.
- Provide daily transportation for passengers to and from destinations.
- Perform pre- and post-inspection activities to ensure proper operating conditions, adherence to Company & DOT standards, and compliance with proper safety and maintenance standards.
- Assist passengers when boarding and exiting the vehicle. Ensure the loading and unloading of passengers to and from destinations, to include the operation of specialized equipment for unloading passenger with special needs, (i.e. wheelchair lifts and tie-downs).
- Provide customers with a space reminder & educate passengers where to catch the shuttle upon their return to the airport location Inform guests/visitors of parking services and fees, direct and announce them to their intended destination pick up/ drop off points and offer an appropriate closing comment using the loud speaker.
- Prepare and submit accident / incident reports in a timely manner.
- Perform daily/ routine cleaning and shuttle maintenance activities; maintain neat and orderly appearance to include assigned uniforms.
- Exercise care in the handling of funds and reporting of lost articles.
- Conduct re-fueling activities, to include maintaining assigned fuel usage logs.
- Comply with Federal DOT requirements, State driving regulations, city and Airport safety rules and procedures.
- Establish and maintain effective communication and working relationships with passengers, co-workers, supervisors, managers, etc.
- Use two-way radio to interact and communicate professionally with dispatch office and/or supervisor.
- Report accidents, problems, and other required shuttle information (both mechanical and cosmetic) to management in a timely manner.
- Keep the shuttle bus secure and follow all safety procedures.
- Maintain alertness and be observant of any activity, both authorized and unauthorized, and take appropriate actions.
- Adhere to all safety codes and OSHA standards.
- Respond to all guest/visitor inquiries and resolve service/ customer discrepancies accordingly in a respectable manner.
- Perform other related/ additional duties and tasks as assigned.
- **LOCATION: 5455 W 111<sup>th</sup> Street , Los Angeles, CA 90045**

Minimum Age: **NA**

Hiring Requirements:

Education Level: **No Minimum Education Requirement**

Requires a Drivers License: **Yes, Commercial License**

Minimum Salary: **25.00 Hour**

Maximum Salary: **27.30 Hour**

Pay Comments: **Will discuss with applicant**

Benefits:

Job Application Methods Accepted: **Provide a CalJOBS Resumé Online or uploaded Resumé (recommended), Via Email, Via Company Website (Address provided below)**

Employer requests only Veterans apply: **None Selected**

Company Website: **<https://lazparking.fountain.com/>**

Application Comments: **Candidates may apply via: [www.https://us-2.fountain.com/laz-parking/apply/laxit-cdl-class-b-transit-driver-los-angeles](https://us-2.fountain.com/laz-parking/apply/laxit-cdl-class-b-transit-driver-los-angeles)**

or

**[LAZ Parking Site \(fountain.com\)](https://lazparking.fountain.com/)**

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#### **Employer Information:**

**LAZ Parking**

**5455 11th St**

**Los Angeles, CA 90043**

Contact: **Patty Arroyo**

Phone: **(310) 429-8148 ext**