

September 23, 2024**Recruitment Announcement
SERVICE WORKER****Starting Wage: \$23.64
Plus, an Excellent Benefit Package****Open Until Filled****Who We Are:**

The Salem Area Mass Transit District, known as Cherriots, is a great public transit system. We work hard every day to give our customers the best experience possible. We provide local, regional, and paratransit services in Marion and Polk counties. But we do more than just transportation. We help people get to jobs, shopping, and schools. We help businesses find more workers. We ensure that people can enjoy recreational, social, faith-based, and other activities without needing a car.

Cherriots is an equal opportunity employer that aims to create a workforce that reflects our diverse community. We are committed to creating an inclusive environment for all employees and encourage individuals from all backgrounds to apply.

About the Role:

The Service Worker reports to the Vehicle Maintenance Supervisor and is responsible for maintaining the cleanliness of Cherriots vehicles, facilities, and bus shelters.

Duties:

- Refuel and replenish bus fluids.
- Clean the bus by sweeping its interiors, emptying waste baskets, hand-washing the front, back, and bus wheels, and removing water spots from its windows.
- Drive the bus through the automatic bus wash and park the bus.
- On a scheduled basis, perform major bus cleaning by washing floors, windows, seats, walls, roof, and other soiled areas.
- Clean the interior and exterior of Cherriots automobiles and trucks.
- Perform routine facility, office, and grounds cleaning and maintenance functions, including preparing and cleaning the bus wash and fuel island, cleaning shop and office areas, cleaning and maintaining parking areas, and cleaning drains and filters.
- Assist the facilities maintenance crew by cleaning and removing graffiti from bus shelters and bus stop signs and cleaning up broken glass.

- Start buses in the early morning, check the working condition of interior and exterior lights, and check the air pressure build-up.
- Assist other maintenance personnel in exchanging buses when necessary.
- Record work performed, time worked, and parts used.
- Assist in moving materials and equipment.
- Follow all safety procedures for work area and work assignments.
- Communicate orally and in writing with other employees and the general public.
- Interact with other employees and the general public using courtesy, tact, and good judgment.
- Act as a positive representative of Cherriots.
- Work cooperatively with others, respect co-workers, and promote teamwork.
- Regular and reliable attendance is an essential function of this position. This role requires that employees be present and engaged during assigned work hours to effectively collaborate with team members and customers and fulfill operation needs. The ability to consistently adhere to a defined work schedule and be present onsite is crucial to the successful performance of this role's job duties and responsibilities because the essential duties of this role require using tools and equipment physically located onsite.
- Report to work on time on a regular and predictable basis.

What You Will Need to be Successful in This Role:

- Knowledge of cleaning procedures and materials for upholstery, vinyl, carpets, and windows.
- Knowledge of safety hazards and precautions associated with cleaning and routine maintenance work.
- Knowledge of hazards and safety precautions followed in heavy equipment shops.
- Ability to rapidly gain knowledge through on-the-job training, such as knowledge of vehicle servicing equipment and tools, greasing, and lubricating equipment and procedures.
- Ability to safely operate any assigned transit vehicle (30' – 40' buses, service trucks, or automobiles).
- Ability to safely operate a forklift and any assigned servicing equipment.

Requirements:

- High school diploma or GED.
- One year of experience working in an auto fleet, truck shop, or dealership. **OR** Any satisfactory, equivalent combination of related experience and training that provides the required knowledge, skills, and abilities listed above.
- Oregon driver's license is required. Oregon commercial driver's license (CDL) is preferred. **We encourage candidates who do not have a CDL to apply.** Upon hire, you must obtain a commercial learner permit with passenger endorsement, no air brake restrictions, and a valid medical examiner's certification (med card)

before your first day of work. When you start work, we will help you obtain your CDL during our paid training.

- Clean driving record.
- Pass a drug test (including marijuana) and criminal background check.
- Able to work day, swing, or night shifts at our Salem locations. Schedules are based on seniority.
- Able to perform all essential functions, with or without reasonable accommodation.

Physical Requirements

- A person must be able to walk, stand, and sit for extended periods; see, hear, and talk effectively; use hands for typing, handling objects, and controlling tools or equipment; and use hands and arms to reach for items.
- Heavy manual labor. It may require exerting up to 150 pounds of force occasionally. Routinely requires lifting items weighing up to 50 pounds. Occasionally requires moving or lifting items weighing up to 100 pounds.

Working Conditions

- Working conditions typical to a maintenance shop environment with exposure to noise, dust, heat, oil, diesel fuel, solvents, etc.
- Some exposure to inclement weather conditions.
- Subject to varying shift schedules, including callbacks in emergencies.
- Must travel occasionally to attend meetings and conferences.

To Apply:

Applications are preferred over resumes.

If you have any questions regarding the application or selection process, please get in touch with the Human Resources Specialist at recruitment@cherriots.org or 503-361-7502.

If you need accommodation under the Americans with Disabilities Act or Equal Employment Opportunity Act for any part of the application process, please get in touch with our Human Resources Specialist at 503-361-7502.

To Obtain an Application:

- Email: Request that an application and recruitment announcement be sent by emailing recruitment@cherriots.org.
- Internet: Download the application in Microsoft Word format (.doc) or Adobe Acrobat format (.pdf) from the Salem Area Mass Transit District's careers page. <https://www.cherriots.org/careers/>
- Telephone: Request that an application be sent to you by calling the Human Resources Department at 503-588-2424.
- Fax: Request that an application be by faxing the Human Resources Department at 503-361-7532.
- Mail: Request an application via mail.
Cherriots
Human Resources Department
555 Court St NE, Suite 5230
Salem, OR 97301

Selection Process:

- The candidate will be notified via email within two weeks of submitting their application regarding the status.
- Candidate will be selected based on the result of:
 - Resume review
 - Application review
 - Driving record review – Upon submitting your application, you must submit a DMV report for every state where you have held a driver's license in the past five years.
 - Panel interview
 - Drug screen
 - Criminal background check
 - Ability to obtain a valid CDL permit and med card



Bargaining Employee Benefits

as of 7/1/2024

At Time of Hire

- **Medical and Prescription Insurance** - your choice of Regence Blue Cross Blue Shield or Kaiser Permanente - premium is 100% paid by District - effective first of month after hire date
- **Vision and Hearing Insurance** - Ameritas - premium 100% paid by District - effective first of month after hire date
- **Dental Insurance** - Delta Dental / MODA - premium 100% paid by District - effective first of month after hire date
- **Felonious Assault Insurance** - American International Group - \$100,000 in coverage - premium 100% paid by District
- **Sick Leave** - 3.70 hours, accrued bi-weekly - available for use after 90 days
- **Employee Assistance Program (EAP)** - Confidential assistance with behavioral health, grief counseling, financial and legal advice, or any personal issue you may want assistance with
- **Universal Bus Pass** - Ride Cherriots buses for free
- **10 Paid Holidays per year**
 - New Year's Day
 - Martin Luther King Jr. Day
 - Presidents Day
 - Memorial Day
 - Juneteenth
 - Independence Day
 - Labor Day
 - Veterans Day
 - Thanksgiving Day
 - Christmas Day

After Six Months

- **Vacation Leave** - Accrued bi-weekly from date of hire - accrual schedule starts at: 0-2 years of service | 3.08 hours bi-weekly | 10 days / year
- **Health Retirement Account** - HRA VEBA - \$838 provided by District Annually
- **Life Insurance, Accidental Death & Dismemberment Insurance** - Reliance Standard
 - \$23,000 for employee - 100% paid by District
 - \$2,000 for spouse - 100% paid by District
 - \$1,000 for dependents - 100% paid by District
- **Defined Benefit Retirement Plan** - Retirement benefit equal to $1.64\% \times (\text{years of service}) \times (\text{final average salary})$
- **Family Bus Pass** - Eligible dependents ride Cherriots buses for free

MORE
BENEFITS 



Voluntary Benefits - Employee Funded

- **Voluntary Long Term Disability Insurance** - Reliance Standard
- **Voluntary Supplemental Term Life Insurance** - Reliance Standard
 - Guaranteed issue of \$100,000 for employee, \$20,000 for spouse and \$15,000 for child(ren)
- **Deferred Compensation Plan** - MissionSquare Retirement
- **Legal and Identity Protection** - LegalShield and IDShield
- **Flexible Spending Account (FSA)** - Professional Benefits Services - Healthcare and depended care accounts that allow you to contribute on a pre-tax basis.

NOTE:

This is only a summary of benefits provided by Salem Area Mass Transit District for employees and dependents and should not in any way be construed as the full information on these benefits. For further details and requirements, please refer to Personnel Policies and Contracts of Insurance.