

January 10, 2025**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:

Under the administrative direction of the Vehicle Maintenance Supervisor, the Service Worker is responsible for maintaining the cleanliness of District vehicles and facilities. This individual is also responsible for maintaining the appearance of District equipment, buildings, bus stop signs, 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 wheels, and removing water spots from bus windows; drive the bus through the automatic bus wash; park the bus.
- On a scheduled basis, perform major bus cleaning by washing floors, windows, seats, walls, roof, and other soiled areas.
- Clean interior and exterior of District automobiles and trucks.
- Perform routine facility, office, and grounds cleaning and maintenance functions, including preparing and cleaning up the bus wash and fuel island, cleaning shop and office areas, cleaning up 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 buildup.
- 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 at the level necessary to perform the position's duties satisfactorily.
- Interact with other employees and the general public using courtesy, tact, and good judgment.
- Act as a positive representative of the District.
- 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/or equipment physically located onsite.
- Perform additional duties as assigned.

What You Will Need to be Successful in This Role:

- Knowledge of cleaning procedures and materials for upholstery, vinyl, carpets, windows, etc.
- Knowledge of safety hazards and precautions associated with cleaning and routine maintenance work.
- Knowledge of hazards and safety precautions followed in heavy equipment shops.
- Rapidly gained through on-the-job training: knowledge of vehicle servicing equipment and tools; knowledge of greasing and lubricating equipment and procedures.
- Operate any assigned transit vehicle (30' – 40' buses, service trucks, or automobiles).
- Operate a forklift and any assigned servicing equipment.
- Perform job functions safely.

Requirements:

- High school diploma or GED.
- One year of experience working in a fleet auto, 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.

Physical Requirements

- A person must be able to walk, stand, and sit for extended periods; the ability to see, hear, and talk effectively; must be able to 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.
- 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
 - Panel interview
 - Drug screen
 - Criminal background check
 - Ability to obtain a valid CDL permit and med card



SALEM AREA MASS TRANSIT DISTRICT

Bargaining Benefits

as of 7/1/2024

At time of hire

- **Sick Leave** - 3.70 hours, accrued bi-weekly, available after 90 days.
- **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
- **Felonious Assault Insurance** - American International Group - \$100,000 in coverage - Premium 100% paid by the District.
- **Employee Assistance Program (EAP)** - Canopy - Confidential support for life's challenges, including mental health and grief counseling, financial and legal resources, and more. Premium is 100% paid by the District.
- **Universal Bus Pass** - Ride Cherriots buses for free.

Starting the first day of the month following hire date

- **Medical and Prescription Insurance** - Regence Blue Cross Blue Shield or Kaiser Permanente - Premium is 100% paid by the District.
- **Vision and Hearing Insurance** - Ameritas/VSP - Premium is 100% paid by the District.
- **Dental Insurance** - Delta Dental / MODA - Premium is 100% paid by the District.

MORE
BENEFITS





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After completion of Trial Service

- **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 per year
- **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% x (years of service) x (final average salary)
- **Health Retirement Account** - HRA VEBA - \$838 provided by the District annually, prorated contribution upon completion of trail service.
- **Family Bus Pass** - Eligible dependents ride free.

Voluntary employee funded benefits

- **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.

NOTE:

This is a summary of benefits provided by Salem Area Mass Transit District for employees and dependents. It should not be construed as full or final information on these benefits, which are subject to change. For complete details and requirements, please refer to Personnel Policies and Contract of Insurance.