



Wateree Community Actions, Inc.

Job Announcement

Bus Driver Custodian

Wateree Community Actions, Inc. (WCAI) is seeking committed persons to function in a dual role of Bus driver/Custodian in our Head Start program. We currently have 3 positions ready to be filled for the new school year in Clarendon, Sumter, Bishopville, and Kershaw counties. WCAI is a private, non-profit 501 (c) (3) corporation that has been providing high quality, comprehensive Head Start Services within Clarendon, Lee, Kershaw, and Sumter counties for nearly 50 years. Wateree has 10 Head Start centers, all of which are NAEYC accredited. We are a leader within our industry and we strive for excellence.

Competitive wages and benefits including affordable medical, dental and vision insurance coverage, 100% company-paid life insurance, 403b with a company match, paid time off and paid holidays. Join our team!

Reports to:	Transportation Manager/Center Manager
Classification:	Non-Exempt
Department/Site:	Head Start/ (3 positions) 2-Bishopville 1-Kershaw

Major Functions:

Responsible for providing safe transportation between the home and Head Start Center's for bus occupants. When driver is not transporting children, they will be responsible for providing custodial services within their assigned facility/area.

Essential Functions:

- Responsible for abiding by current State motor vehicle laws, rules, and regulations while driving
- Abide by and have knowledge of Department of Transportation, and Head Start guidelines for transporting children
- Must maintain cleanliness of assigned Bus/Center area based on center standards and DSS guidelines
- Must attend all trainings
- Perform other duties as assigned

Knowledge and Abilities:

- Must be able to use judgement to make clear and concise decisions for the safe transportation of children

Education and Experience

- Valid South Carolina CDL Driver's License with S Endorsement
- At least 1 year bus driving experience
- At least 1 year custodial services experience

Other Requirements

- Must have a current physical exam and TB screening, and submit to each every two years
- Must have a current first aid certificate and CPR training or receive within 3 months of hire
- Must successfully pass a SLED/FBI background check
- Ability to respond positively to Child Abuse/Neglect clearance check and criminal records check

Physical Demands:

Lift up to 10-40 lbs. occasionally
Stand, walk, bend stoop, and crawl on regular basis

To Apply

Please go to our website at <https://www.wcai.org/> to retrieve the application. Click on our About Us section then click on join our staff to get to the application. Once the application is complete it can be e-mailed to admin@wcai.org.

Wateree Community Actions, Inc. is an equal opportunity employer, and does not discriminate based on a person's race, color, religion, disability, age, sex, veteran status, genetic information, national origin or any protected category