POSITION: Student Life Weekend Transportation

REPORTS TO: Assistant Dean of Students

CLASSIFICATION: Non-Exempt

PURPOSE OF THE POSITION: Responsible for providing transportation to residents on the weekends.

RESPONSIBILITIES AND PERFORMANCE STANDARD:
Duties include, but are not limited to:

- Provides transportation to residents for physician appointments, academic commitments, field trips, student activities, and shipping trips for basic needs.
- Performs other duties as assigned.

POSITION QUALIFICATIONS:

- High school diploma or equivalent.
- Strong interpersonal skills to communicate and relate to students, parents, and school officials in a positive and professional manner.
- Possess organization and time management skills.
- Practice dependability and punctuality.