



Position: CWSP Van Drivers (Part Time)

Reports To: Corporate Work Study Program Director and Associate Director

Location: North Las Vegas, NV

INTRODUCTION

Cristo Rey St. Viator College Preparatory (CRSV) is a Catholic, college preparatory high school for students of all faiths who cannot otherwise afford a private education. CRSV nurtures and challenges young women and men to recognize and realize their full potential as they grow to love God, respect others and serve their community. Each student participates in the Corporate Work Study Program (CWSP), which offers a weekly work study experience for all four years.

CRISTO REY MISSION

The Cristo Rey Network empowers thousands of students from underserved, low-income communities to develop their minds and hearts to become lifelong contributors to society. By providing students an extraordinary college preparatory education and a unique four-year, integrated corporate work study experience, we seek to transform urban America one student at a time.

SPECIFIC RESPONSIBILITIES

- Drive vans for the purpose of transporting students to and from their job assignments, field trips, and other trips approved by School Administration.
- Assists student and other passengers (e.g. seating, restraints, special equipment, etc.) for the purpose of providing safe loading and unloading from vehicles including both emergency situations and normal transport.
- Fuels assigned vehicle and maintains the vehicle in safe operating condition. Report all maintenance issues immediately to the Transportation Manager and Fleet Manager.
- Maintains interior (and exterior as assigned) for the purpose of ensuring safety, appearance, and sanitation of the vehicle.
- Performs pre-trip and post-trip safety inspections.
- Reports/informs school personnel of practices and incidents (e.g. rules, regulations, laws, procedures, etc.) for the purpose of providing information for follow-up action and/or proper procedures.
- Complies with COVID safety procedures in regards to the vehicles and passengers.

- Attends meetings, trainings, etc. for the purpose of maintaining skills and meeting School and State requirements.
- Communicates with relevant parties for the purpose of conveying and/or receiving information.
- Assist with plans for Parent/Student Orientations.
- Perform other duties as assigned.

QUALIFICATIONS

- Ability to work a split shift of 2-3 hours in the morning and 2-3 hours in the afternoon preferred.
- Job related experience is desired.
- High School diploma or equivalent
- Satisfactory pre-employment and ongoing random drug test results.
- Ability to anticipate and deal with stressful traffic and weather conditions.
- Demonstrates maturity and the ability to work with students and their families (as needed).

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT

- Extending time sitting while driving the routes
- Some bending, crouching, kneeling, reaching, and standing
- Lifting and carrying as needed

COMPENSATION

This is a ten month (10) part-time position with a competitive pay.

HOW TO APPLY

If you are interested in this opportunity, please email your resume to hr@crsvlv.org with the subject line of "Van Driver."

NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY POLICY

Cristo Rey St. Viator Las Vegas College Preparatory and the Corporate Work Study Program do not unlawfully discriminate on the basis of age, race, color, gender, sexual orientation, disability, religion or national or ethnic origin in its student admissions process, faculty and staff hiring practices, educational policies, scholarships and athletic or other school-administered programs.