AUTOMOBILE DRIVER

KIND OF WORK

Operation of a car or light truck.

NATURE AND PURPOSE

An employee in this class operates a state-owned car or light truck or other non-state-owned vehicle. He or she is responsible for the safe transportation of passengers and the delivery or materials. Driving may be combined with other duties of a manual or clerical nature.

EXAMPLES OF WORK  (A position may not include all the work examples given, nor does the list include all that may be assigned.)

- Picks up and drives passengers from one location to another.
- Keeps car or truck filled with gas and oil.
- Makes trips for materials and supplies.
- Makes minor emergency repairs on the vehicle.
- Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

- Working knowledge of state laws and regulations relating to the operation of passenger cars and light trucks.

Ability to:

- Drive all types of passenger vehicles or light trucks.
- Understand and carry out simple instructions.
LEGAL/LICENSURE REQUIREMENTS

Possession of a valid driver’s license (class D).

Est.: 3/40
Rev.: 10/9/50
Rev. 11/10/53
Checked: 5/23/62
Rev. 11/11/77
Ckd. 8/92
Rev. 7/14/14
Rev. 6/7/18

T.C.: Former Title(s):