Open Position: Van Driver

The Miquon School (Conshohocken, PA) seeks a driver for a school van to transport students to and from school Monday-Friday during the school year. Pay is $47.50 per route, including a daily morning route (approximately 7:00 am - 8:30 am) and a daily afternoon route (approx. 2:45 pm - 4:30 pm), or a total of $95 per day. The ideal scenario is to hire one individual to handle both morning and afternoon on a dedicated van route Monday-Friday; however, there may be an option to hire one individual for the morning route and another for the afternoon route.

Duties:

- Operate a school van in a safe and proper manner.
- Check and keep in proper working conditions all safety equipment (first aid kit, fire extinguisher, applicable reflectors).
- Know limitations and adjust your driving procedures and habits accordingly.
- Be alert and on time when reporting to drive.
- Clean interior of van when needed.
- Inform Office when van is in need of maintenance and or repair.
- Inform school administration in writing of any behavioral problems on the van so the proper action can be taken.
- Be courteous in relationships with co-workers, staff, parents, students and public.
- Provide the directions for your van route with the help of the Transportation Director.
- Keep vehicle adequately filled with gasoline using company credit card.
- Assist with installation of car seats as needed.

Knowledge, Skills and Abilities:

- Must be 21 years of age or older.
- Must hold a valid Commonwealth of Pennsylvania driver's license.
- Must have a thorough knowledge of the state and local traffic laws.
- Must demonstrate the ability to drive a school van.
- Must pass such examinations (physical) as the Commonwealth of Pennsylvania, Department of Transportation prescribes.
- Must be able to complete required paperwork and records.

Physical Requirements:

- Be able to lift up to 50 pounds, including lifting the engine hood of the vehicle, assisting students in and out of the van.
- Bending/Twisting – limited bending required to check tire air pressure and picking up items on van floor and seats.

- Sitting – Must have at least a two inch clearance around outside perimeter of steering wheel to operate it easily and safely with no restrictions. Must be able to sit up to 2 hours on a continuous basis.
- Climbing – A driver is required to climb steps to enter and exit the vehicle and to climb in and out of the vehicle from front to back.

General Requirements:

- Must be neat, clean, well-groomed and appropriately dressed.
- Reliable and dependable, and able to safely transport students in a safe, courteous manner.
- Of good moral character and considerate of others.
- Enjoy working with families and children.
- Free of any immoral offenses as per Act 31 (State Police Record Check).
- Not under the influence of narcotics and/or alcohol.
- Free from convicted felonies.
- Have no record of motor vehicle crashes or excessive traffic violations as determined by the employer.
- Pass Child Abuse Clearances.

Miquon is dedicated to the safety of not only the students but the staff of the school. These are the parameters that we feel comfortable with to ensure the safety of everyone riding or driving our school vans.

How to Apply

Please send an email addressing your skills and experience in the areas listed above to resumes@miquon.org. Once hired, Miquon will provide an overview of the Child Clearance process.

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About Miquon

Founded in 1932 in a tradition of Progressive education that is strongly upheld today, Miquon is an independent, coeducational elementary school just outside Philadelphia for children in Nursery (age three) through the 6th grade. The school enrolls approximately 150 students in eight mixed-age groups, typically 18-24 children in size. Each classroom has one lead and one assistant teacher, who are together responsible for providing instruction for their group.

Miquon is dedicated to preserving childhood, using innovative student-centered teaching practices, and developing children's knowledge of and appreciation for the environment. Time spent outside on our 10-acre campus including woods, fields, and creek is an integral part of every child's Miquon experience. We value independent thinking, varied individual and collaborative approaches to learning, authentic assessment methods, and creative, child-focused approaches to curriculum development.

The Miquon School does not discriminate on the basis of race, religion, gender, or sexual orientation in the employment of staff, admission of students, granting of financial aid, or the administration of school policies.