



POSITION AVAILABLE:

Veterans Driver (Part-time) (25 hours/week)

POSTING DATE: Friday, December 10, 2021
DEADLINE TO APPLY: Friday, December 24, 2021
DEPARTMENT: Veteran's Service Commission
LOCATION: 449 S. Meridian Street, Ravenna, OH
STARTING SALARY: \$12.52/hour
WORKING HOURS: Monday - Friday, 7:00am-4:00pm, depending, approx. 25 hours per week
CIVIL SERVICE/FLSA STATUS: Classified, non-exempt

MINIMUM QUALIFICATIONS:

High school education or equivalent is required. Must possess a valid Ohio driver's license and maintain continuing eligibility under the existing County driver eligibility standards.

Must be a veteran or the spouse or child of a veteran.

EXAMPLE OF DUTIES:

Responsible for transporting veterans to various medical facilities using Veterans Commission vans; guiding and assisting veterans while at the VA facilities; maintaining the cleanliness of the vehicles and performing routine maintenance; completing paperwork related to the transportation function.

For full job description, click [HERE](#).

HOW TO APPLY:

- THE COUNTY APPLICATION FORM IS REQUIRED WHEN APPLYING FOR THIS POSITION.
- APPLICATIONS CAN BE DOWNLOADED FROM THE COUNTY WEBSITE: <https://www.portagecounty-oh.gov/human-resources/pages/job-opportunities>
- SUBMIT THE REQUIRED COUNTY APPLICATION, FORM DD214, RESUME & COVER LETTER TO:

RICHARD MCCLELLAN, DIRECTOR
PORTAGE COUNTY VETERANS' SERVICE COMMISSION
449 S. MERIDIAN STREET, 3RD FLOOR
RAVENNA, OH 44266

FAX: 330-297-3544 or EMAIL: HRD@PORTAGECO.COM

PORTAGE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER (EOE)