PORTAGE COUNTY

POSITION AVAILABLE

OPEN TO EMPLOYEES AND THE GENERAL PUBLIC

<table>
<thead>
<tr>
<th>JOB TITLE:</th>
<th>Veterans Driver - PART-TIME</th>
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<tbody>
<tr>
<td>POSTING DATE:</td>
<td>Monday, March 16, 2020</td>
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<tr>
<td>CLOSING DATE:</td>
<td>Monday, March 30, 2020</td>
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</tbody>
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DEPARTMENT/DIVISION: Portage County Veterans Service Commission
ADDRESS: 449 S. Meridian Street, Ravenna, Ohio 44266
APPOINTING AUTHORITY: Portage County Veterans Service Commission
WORK HOURS: Monday - Friday, 8:00 a.m. - 4:30 p.m., Approximately 25 hours per week
STARTING SALARY: $11.63/hour

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.**

JOB DESCRIPTION:
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.

HOW TO APPLY:
- APPLICATIONS MUST BE RECEIVED BY 4:30 P.M. ON THE CLOSING DATE LISTED ABOVE.
- APPLICATIONS CAN BE DOWNLOADED FROM THE COUNTY WEBSITE: www.co.portage.oh.us OR PICKED UP ON THE 7th FLOOR OF THE ADMINISTRATION BUILDING.

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

Portage County is an equal opportunity employer (EOE)