



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Adam J. Bello  
County Executive

Andrea M. Guzzetta Zury  
Director

---

**TITLE:** DRIVER – PART TIME

**SALARY:** \$20.80 hourly

**LOCATION:** Monroe County Department of Human Services

**JOB SUMMARY:**

This is a part-time position in the Department of Human Services responsible for driving vans, cars or recreational vehicles, such as a Winnebago, used by the department to transport young people in the community to activities and events sponsored by the community agencies and groups. This position will be required to verify there is a responsible adult to receive the youth before they are dropped off. Work is performed under the general supervision of the Casework Supervisor or other higher-level staff member. Supervision of others is not a responsibility of this class. Does related work as required.

This position is responsible for transporting youth due to school placement changes, visitation and appointments. Hours will include early morning, late afternoon, evenings, holidays, and weekends.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma.

**SPECIAL REQUIREMENTS:**

This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid Class D license to operate a motor vehicle in New York State.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COUNTY DEPARTMENT OF HUMAN SERVICES  
111 WESTFALL RD. – ROOM 752B  
ROCHESTER, NEW YORK 14620

**Posting Date:** February 28, 2024

**Posting Deadline:** April 30, 2024