

**CITY OF CRANSTON  
DEPARTMENT OF PERSONNEL  
ANNOUNCES AN OPEN COMPETITIVE CIVIL SERVICE EXAMINATION  
For  
TRANSVAN DRIVER**

**Salary Range: Minimum: \$36,894.00**

**Maximum: \$42,997.50**

Applications must be filed on or before **4:30 PM, Thursday, May 4, 2017** in the office of the Director of Personnel, Room 107, Cranston City Hall. Applications available at [www.cranstonri.com](http://www.cranstonri.com) on the Personnel page or FAXED to 401-780-3362. Time and place of examination to be announced.

-----  
**Duties:**

Reports directly to the Transvan Dispatcher/Coordinator. Ability to deal with people, friendly, courteous, neat in appearance. Ability to remain calm and react properly in emergencies.

Provides safe transportation of Cranston's seniors and disabled citizens, including assisting wheel chair clients. Makes sure all passengers have seat belts on. Inspects, cleans, fuels and secures vehicle daily. Assists clients from vehicle to curb or door when necessary. Performs other relate work as required.

In addition to the above "*Examples of Work*", Transvan drivers transporting Cranston Senior Enrichment Center Adult Day Service participants:

- Will be provided with specific information regarding the status of each participant by the Day Service staff, such as "*may or may not be left alone at their residence.*"
- Will sign out each participant when leaving the Day Service program to return home
- Will report both verbally and in writing any concerns to the Transvan Dispatcher and the Day Service Case Manager
- Will provide door to door passenger delivery at all times

**Examination:**

Examination shall consist of a written test and weight of the examination shall be 100%. The minimum passing grade shall be 70%. Qualified employees will have appropriate seniority points added to a passing score. .

## **PREFERENCE:**

Honorably discharged active duty war veterans who have received a passing grade of 70% on the test shall have five (5) points added to their final grade and disabled veterans shall have ten (10) points added to their final grade. In order to receive credit for veterans' preference, an honorably discharged active duty war veteran **must furnish DD 214 when filing application.** A disabled active duty war veteran must submit proof that he/she has been classified, as disabled, by the Veterans' Administration. **This proof must be submitted with application.**

### **Veteran dates for active duty war veterans are as follows:**

December 7, 1941 to December 31, 1946

June 27, 1950 to January 31, 1955

July 1, 1958 to January 1, 1959

August 5, 1964 to May 7, 1975

August 20, 1982 to December 31, 1987

December 20, 1989 to January 31, 1990

August 2, 1990 to July 13, 1992

September 18, 2001 – A period prescribed by law, an Act of congress or Presidential Proclamation

October 16, 2002 – A period to be prescribed by law, an Act of Congress or Presidential Proclamation

## **QUALIFICATIONS:**

**Commercial driver's license (CDL- Class P) with passenger endorsement required.**

High school graduate. Safe driving record, knowledge of streets of Cranston and various areas of Providence and Warwick. Basic first aid knowledge required. CPR certificate required. Must work well with the public. Customer service experience a plus.