

Classified Position Request

Position Title : Tram Driver-Coordinator, SC 3

Dept. /Program Security – Tram Services

Submitted by: Joe Bissell

PT/FTE: Full Time

New or replacement: Replacement

Service Category: 3

Salary/Benefits Costs: \$36,456 plus H & W

Total Costs: \$58,355

Funding Source: Supportive Services

Are there any savings: Yes (turnover) approximately \$7,971 per year.

Description of duties and responsibilities:

Coordinate, plan and implement campus transportation services for disabled students. This position’s duties include scheduling tram drivers according to anticipated needs of enrolled special needs students. Duties include ongoing communication between various campus departments in conjunction with assisting special needs students. Also included are the monitoring of various routine and non-routine maintenance services for the trams. Additional duties may include traffic monitoring/directing and parking enforcement efforts.

Special considerations: This position may require moderate to heavy physical effort including frequent driving and walking.

Does position act as an entry point for the college? Should it be bilingual?

This position provides essential assistance to special needs students. Bilingual would be desirable, however not essential.

What would happen if this position were not funded?

If not funded, supportive services would not be able to provide transportation for its special needs students on campus.