



Street Supervisor – Waterville Campus

KVCAP provides vital services to the community including operating the Explorer public transit system in both Kennebec and Somerset Counties and coordinating up to 1,400 rides each day for a variety of eligible riders through the KV Van program.

KVCAP's Transportation Program is seeking an individual to lead the Transportation Team in the Waterville office. This person supervises the KV Van and Kennebec Explorer drivers and will on occasion be required to drive. The Street Supervisor is responsible for ensuring that their drivers are properly trained and that their vehicles are properly maintained. The person in this position will also be required to prepare monthly reports as needed/requested. The Street Supervisor reports to the Director of Fleet Operations.

Position requirements: Supervisory experience including knowledge of office procedures. Fleet maintenance experience a plus. Must be able to relate to a wide variety of people and maintain a pleasant atmosphere. Other required skills include: strong interpersonal, written and oral communication; ability to multi-task; computer (Word, Excel) and learn specific program software. The position also requires that you possess a valid state of Maine Driver's License and Commercial Driver's License (CDL) with P endorsement or the ability to secure such a license.

Position is subject to Federal Transit Administration (FTA) drug and alcohol testing requirements. Ability to pass State Bureau of Investigation, Department of Motor Vehicle, Department of Health and Human Services, Fraud and National Sex Offender Registry background checks. Ability to pass an agency approved physical; physically able to assist passengers in and out of a vehicle including passengers using a wide variety of mobility aids (wheelchairs, walkers, motorized three wheeled scooters etc.) and may include lifting and carrying parcels up to fifty pounds.

Benefits include: 12 paid holidays; bi-weekly accrual of Paid Time Off; employer sponsored retirement plan; choices of health, dental / vision, life and disability insurance options. Applications will be accepted until a suitable candidate is found. Interested applicants should submit a cover letter including salary requirements and resume to:

Human Resources
Kennebec Valley Community Action Program
97 Water Street
Waterville, ME 04901

E-mail: lindas@kvcap.org

Equal Opportunity Employer