



Bustins Island Village Corporation
Established 1913

BOARD OF OVERSEERS

Approved: March 16, 2013

Version: 1.4

Truck Driver Job Description

The Truck Driver is appointed annually by the Board of Overseers and is responsible to the Board of Overseers. Truck fares are established at the beginning of each season by the Board of Overseers.

1) Requirements:

- a) Must be at least 16 years of age
- b) Must have a valid US driver license
- c) Must be appointed by the Board of Overseers

2) Schedule:

- a) Begin with first scheduled Bustins Ferry trip, usually Memorial Day Weekend
- b) End with the last scheduled trip, usually Columbus Day Weekend
- c) Regular hours are as shown, but may be adjusted based on demonstrated demand
- d) Sunday through Thursday from 8AM to 7PM
- e) Friday and Saturday from 8AM to 9PM

3) Responsibilities:

- a) Monitor the truck phone for emergency calls on 24 hours by 7-day basis
- b) Carry Emergency Response Beeper
- c) Meet all regularly scheduled arrivals of the Bustins Ferry
- d) Meet special ferry trips during regular hours
- e) Transport baggage, passengers and freight to and from the public dock to Islanders' cottages or other requested locations on the Island
- f) Makes miscellaneous pick-ups and deliveries of passengers, baggage or freight during regular hours and when given reasonable notice
- g) Meet private boats and transports baggage, passengers and freight during regular hours and when given reasonable notice
- h) Responsible for arranging alternate drivers when not available to perform duties
- i) Must learn to operate fire-fighting equipment and participate in fire training exercises
- j) Must become familiar with emergency medical facilities, procedures, personnel and communications
- k) Must comply with all provisions of the current motor vehicle and equipment use policies that apply to the Island truck
- l) At all times must operate the vehicle in a safe manner and at moderate speeds.
- m) Be responsible for unlocking and locking public wells in accordance with the well schedule as provided by the Superintendent or Water Commissioner

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- 4) Alternate Drivers:
 - a) Must meet all the requirements of the Truck Driver's job
 - b) Must be willing to perform all the duties of the Truck Driver
 - c) Must be approved by the Board of Overseers except in extenuating circumstances
 - d) Pay for alternate drivers is to be previously arranged between the Truck Driver and the Alternate