

CHAUFFEUR

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving the responsibility for the safe and economical operation and care of a passenger vehicle. It requires a willingness to perform a variety of routine tasks. Chauffeurs will ordinarily operate a standard car or truck. Direct supervision in the way of specific assignments is received from a superior.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described .*

Operates a passenger car in the transportation of goods and meals for senior nutrition program;

May assist in serving or packaging meals at a senior citizen nutrition site, as needed;

May pick up and deliver meals in connection with a nutrition program; and

Delivers messages, supplies and materials;

FULL PERFORMANCE, KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the operation of a motor vehicle; good knowledge of New York State motor vehicle laws; good knowledge of the geography of the County; ability to understand and follow simple oral and written direction; mechanical aptitude; dependability; and courtesy.

MINIMUM QUALIFICATIONS:

One year of experience in the operation of a motor vehicle.

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SPECIAL REQUIREMENTS FOR APPOINTMENT: Possession of an appropriate Motor Vehicle Driver's License at time of appointment.

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Reviewed: September 12, 1990
Jurisdictional Class: Non-Competitive
Public Hearing: Yes
NYS Civil Service Commission Approval: Yes

Revised in Classplan on 1/24/08
Revised in Classplan on 4/20/2022
Revised and Replaced in Classplan: 12/29/2022