



ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY
MASS TRANSPORTATION AUTHORITY
“AN EQUAL OPPORTUNITY EMPLOYER”

March 13, 2019

The Human Resources Office is recruiting for the position of:

Your Ride Service Center Manager

General Statement of Duties

The Service Center Manager coordinates the provision of curb-to-curb transportation service in a local service area and coordinates service with other service areas; Responsible for all aspects of local operations, including but not limited to: quality, safety, timeliness of service, vehicle and facility cleanliness, customer satisfaction and customer relations, marketing and community relations, budgeting and cost control, employee supervision and administration of the MTA's labor agreement, team member motivation and development, and administration of MTA operating procedures.

Minimum Acceptable Employment Requirements

- Excellent public relations and customer service skills
- Leadership qualities
- Demonstrated sensitivity to co-workers and the public
- Ability to operate in a team environment
- Skills to develop complex reports
- Skills to make decisions of greater than ordinary difficulty
- Ability to attend work regularly and work under stressful conditions.

Minimum Educational Requirements

- Bachelor's degree, preferably in Business, Public Administration, Transportation Management or a related field and at least three (3) years of supervisory experience
OR
- Associate's degree and five (5) years of supervisory experience
OR
- An equivalent combination of education and experience

Salary

Determined by Education and Experience of Applicant

Application Submittal

Applications will be accepted until the March 29, 2019. Apply in person at the MTA Administration Building, 1401 S. Dort Hwy., Flint **OR** any MTA location. Submit resumes to jobs@mtaflint.org. MTA is an equal opportunity employer!

MASS TRANSPORTATION AUTHORITY

Applications will be accepted only if applicant possesses minimum acceptable employment requirements for the position as set forth on this announcement.