



REGIONAL TRANSPORTATION COMMISSION

Planning • Streets and Highways • Public Transportation

Metropolitan Planning Organization

**PARATRANSIT ELIGIBILITY & MOBILITY SPECIALIST
OPEN COMPETITIVE RECRUITMENT**

APPLICATION DEADLINE: 5:00 P.M. FRIDAY, SEPTEMBER 30, 2022

SALARY RANGE: \$24.47 to \$35.81 depending on qualifications.

APPLICATION INFORMATION: Please submit application and cover letter by using the following link to the RTC employment application: <https://www.rtcwashoe.com/about/employment-application> no later than 5:00 P.M. Friday, September 30, 2022.

The Paratransit Eligibility & Mobility Specialist, under general supervision, is responsible for providing transit orientation and path of travel assessments as well as individualized and group travel training. The specialist will arrange interviews and transportation; conduct and document interviews and physical/cognitive assessments; maintain eligibility records and schedules; and participate in appeal panels. The incumbent will provide the following training: individual and group travel; trip planning; self-advocacy, safety and orientation skills; how to independently use and navigate the accessible fixed-route system and how to handle and adapt to unusual occurrences and unexpected situations. The ability to exercise judgment and discretion in achieving desired results is required.

MINIMUM QUALIFICATIONS: High School diploma or equivalent; College degree in physical/occupational therapist, medical certifications or a combination of experience and education is preferred. Minimum of three (3) years of experience working with people with disabilities and/or mobility training, travel training or orientation training, preferably in the transportation industry and/or a minimum of two (2) years working in assessing and/or determining benefit eligibility for people with disabilities or senior citizens, OR any equivalent combination of education and experience that provides the required knowledge, skills and abilities. Requires valid driver's license at time of appointment. **PREFERRED QUALIFICATIONS:** Spanish and English bilingual skills.

Benefits include: Public Employees' Retirement System – 100% agency paid employee medical, dental, vision, life and long-term disability insurance; generous vacation, sick, and personal leave. Nevada does not have a state income tax, and we do not participate in Social Security.

ABOUT THE PROCESS: Applications & responses to the supplemental questionnaires will be evaluated to determine those candidates whose background and experience most closely meet the agency's needs. The most qualified candidates will be invited to participate in the next phase of the examination process, a panel interview that may include assessment exercise(s) and/or testing to demonstrate possession of required knowledge, skills and abilities.

Equal Opportunity Employer / Drug Free Work Place