



# Driver Essential Functions

- At least 25 years of age and have a good driving record (no more than one citation in a 3 year period). A preferred driver will have no Motor Vehicle violations for the past three years.
- Must have a current and unrestricted Idaho State driver's license and have driven for *at least five years*. Restrictions for glasses or contact lenses are acceptable. Members of the military, and/or residents of Oregon are exempt from the requirement to have a current and unrestricted Idaho State driver's license; but residents of Oregon and/or members of the military must provide a Motor Vehicle Record with the Commuteride Driver application. Once approved as a driver an updated Motor Vehicle Record must be provided to Commuteride annually.
- Safely operate 15-passenger vanpool vehicle on a planned route while adhering to an established time schedule.
- Understand, adhere to and apply Idaho State traffic regulations and Agency vanpool policies and procedures.
- Be *able and willing* to complete and/or manage all required paperwork for the Commuteride program.
  - Monthly ridership and mileage.
  - Participant agreements for all new vanpool members; or anyone who has a change in status.
- Be able and willing to collect monthly vanpool fares from the participants in your vanpool, and to mail or deliver the payments with the monthly report to the Commuteride office before the 15<sup>th</sup> of each month.
- Able to perform daily, weekly and monthly inspections of the vehicle.
  1. Daily:
    - Inspect Interior and exterior of vehicle; mirrors, windows, lights, turn signals and flashers
    - Monitor while driving: mirrors, gauges, and brakes
  2. Weekly:
    - Check oil and windshield fluid levels
    - Tire pressure (check when cold), watching for uneven wear, cupping or weather cracks.
  3. Monthly:
    - Tire pressure (check when cold), watching for uneven wear, cupping or weather cracks.
    - Wiper blades
    - Belts and Hoses
    - Other Equipment: Spare tire and jack, First Aid Kit
    - Check fluid levels; windshield, brake, transmission, and power steering
- Able to fuel vehicle before or after the daily vanpool route.
- Able to clean interior and exterior of vehicle; either at Commuteride approved vender or by hand.