



MOBILE HEALTH UNIT DRIVER

POSITION CLASS:

Part-Time – No Benefit

HIRING AUTHORITY:

Health Department

JOB SUMMARY:

Performs transportation and operational duties in support of the Genesee County Health Department (GCHD) Mobile Health Unit (MHU); responsible for safely operating and setting up the unit at designated service locations; supports health department staff in the delivery of community health services; works under the direction of the Quality, Licensure, & Emergency Response (QLER) Administrator, and performs related duties as required.

ESSENTIAL JOB DUTIES AND FUNCTIONS:

- Operates the MHU, a 38-foot commercial vehicle built on a Ford F-53 chassis, transporting it safely to and from designated community service locations
- Serves as a visible and professional representative of GCHD in the community; maintains a professional appearance and demonstrates courteous, respectful customer service when interacting with community members, event partners, and the public at service sites
- Works a flexible schedule, including evenings and weekends; responds to on-call needs and supports MHU deployment during public health emergencies or urgent community health events
- Performs pre-trip inspections and maintains the vehicle in accordance with applicable standards and departmental policies
- Sets up the MHU at service sites, including parking, deploying slides and stabilizers, connecting utilities as applicable, and preparing the interior and exterior for staff use
- Coordinates with program staff and supervisors to ensure the unit is operational and ready for service delivery prior to each event
- Following each service event, pack down all equipment, clean the interior and exterior of the unit, and prepare the vehicle for the next deployment.
- Maintains a mileage log and completes required vehicle inspection and maintenance records

ESSENTIAL JOB DUTIES AND FUNCTIONS (cont.):

- Attends staff meetings and other meetings related to the improvement of MHU operations and service delivery
- Upholds and advances the mission and vision of GCHD in all aspects of work

The above statement of Essential Job Duties and Functions is intended to be sufficient to identify the class and be illustrative of the many duties that may be assigned. It should not be interpreted to describe all the duties an employee assigned to this class may be required to perform.

ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to safely operate large commercial vehicles, including units similar in size and configuration to a 38-foot MHU on a Ford F-53 chassis
- Knowledge of vehicle safety procedures, pre-trip inspection protocols, and basic vehicle maintenance
- Ability to set up, stage, and break down a mobile unit for service operations, including use of stabilizers, slides, and onboard systems
- Ability to understand and follow written and oral directions
- Ability to maintain good interpersonal relationships and work collaboratively with health department staff, community partners, and the public
- Ability to attend work regularly and perform duties under varied and occasionally stressful conditions
- Ability to work a flexible schedule, including evenings and weekends; ability to respond to on-call needs and support MHU deployment during public health emergencies or urgent community health events
- Ability to work independently, collaboratively, and respectfully in a multicultural work environment that values diversity, equity, and inclusion
- Ability to represent GCHD professionally in the community; demonstrate a courteous, welcoming demeanor and strong customer service orientation when engaging with members of the public at mobile health events

MINIMUM QUALIFICATIONS:

Five (5) years' experience operating large vehicles such as box trucks, Semi-Trucks, Buses, or similar commercial vehicles

-AND-

Possess a valid Michigan Commercial Driver's License (CDL)

SPECIAL REQUIREMENTS:

- Must possess a valid Michigan driver's license with an acceptable driving record

PHYSICAL REQUIREMENTS:

- Ability to perform physical tasks associated with setting up and breaking down the Mobile Health Unit, including lifting up to 50 lbs., climbing steps, and working in variable weather conditions.
- Must be able to perform Essential Job Duties and Functions with or without reasonable accommodations
- Experience as a driver of large commercial or recreational vehicles preferred

Anita Galajda

Human Resources Director

Established: April 2026