**Job Description**

LIMO drivers are responsible for safely transporting Marquette students, faculty and affiliates to locations within the established boundaries. Drivers also “observe and report” any suspicious or illegal activity.

**Shifts and Schedules**

*Hours of Operations:*5pm-3am

Sunday-Thursday

* 5pm-10pm
* 5pm-12am
* 8pm-1am
* 10pm-3am

Friday and Saturday

* 5pm-3am
	+ 3am-4am two vans will stay on the road

Employees must work a minimum of two shifts per week (at least 10 hours), not including weekends. There are two options for working weekends:

* Pledging
	+ During the semester, the weekends alternate between “A” and “B” weekends. Drivers must choose to work a day during an “A” or “B” weekend. For example, a driver may choose to work Friday A, which means that the driver works alternating Fridays.
* Mandatories
	+ Drivers choose 5 individual weekend shifts throughout the semester to work.

**What to Expect on Shift**

 Drivers must be driving around during the entirety of their shift picking up calls as they are dispatched out to the drivers. They must always be listening to the radio and see where new open calls are; they need to map out where they will take their current s passengers and triage that with picking up new calls. Even with all this going on, employees need to be focused and safely transport their passengers. On the weekends, drivers need to also be able to deal with inebriated students who are riding on the van. Drivers must be prepared for and comfortable driving in different weather conditions. Employees will drive in rain, snow, sleet, and all other weather Wisconsin is capable of.

**Requirements:**

* Must be 18 years of age, have a valid driver's license and good driving record.
* Willing to work late nights (until 3am) and weekends
* Need to have the ability to multi-task
* Need to work a minimum of 10 hours per week (not including weekends)
* Need to work weekends
* Must be comfortable with driving in all Wisconsin weather conditions
* Must memorize and be familiar with the addresses and buildings within theLIMO boundaries