

COUNTY OF GLENN



Extra Help Employee - Senior Van Driver Health and Human Services

Deadline to Apply: Monday, June 15, 2026

COMPENSATION: \$23.00 per hour

Salary depends on experience and qualifications.

Glenn County Extra Help Employee **benefits package.**

Applications must include:

- Glenn County Employment Application
- Transcripts and/or Certificates
- Resume
- Cover Letter

Interview Date: Thursday, June 25, 2026.

The Van Driver, Senior position is located at Health and Human Services Agency. This position operates a light vehicle to transport clients to and from designated locations within the county. The Senior Van Driver will prioritize and coordinate client transportation. This position is scheduled for up to twenty five (25) hours per week.

THE IDEAL CANDIDATE

The ideal candidate will be able to safely operate a vehicle, be punctual and willing to assist clients during the transportation process.

JOB DUTIES

- Operate and drive a light motor vehicle to pick up and deliver clients and children to a designated location within the county or various sites out of Glenn County.
- Oversee the scheduling of clients' transportation, coordinate, and assign clients' transportation to van drivers.
- Adhere to time and transportation schedules to ensure clients are able to meet their scheduled appointments.
- Pick up and deliver paperwork, charts, equipment, materials, and supplies at various locations as assigned.
- Check oil, gas, tires, etc. of assigned vehicle regularly to ensure safety and good mechanical condition.

Refer to the **job description** for a full list of duties.

Why Glenn County:

Located midway between Sacramento and Redding, Glenn County offers a unique quality of life with small-town charm, a strong sense of community, and access to outdoor recreation, agriculture, rivers, mountains, and open space. Here, your work matters. With approximately 29,000 residents and over 1,100 farms, Glenn County remains rooted in agriculture, community service, and practical problem-solving. Employees enjoy the opportunity to make a visible impact, build strong working relationships, and contribute to meaningful public service in an organization where people know one another and collaboration matters.

MINIMUM QUALIFICATIONS

EXPERIENCE:

One year experience in the operation of a light van or bus in the transportation of passengers.

EDUCATION:

High School diploma or GED equivalent supplemented by training in the operation of motor vehicles in the transportation of passengers.

LICENSE OR CERTIFICATE:

Possession of or ability to obtain a Valid California driver license, Class C or B when required.

HOW TO APPLY

A complete, original application must be filed for each position you are interested in applying for. Applications are available online at www.calopps.org/county-of-glenn or in person at the Glenn County Personnel Office at 525 W. Sycamore Street, Willows, CA 95988. You may contact the Personnel Department at (530) 934-6451 and request an application. Applications can be submitted online or in person until **5:00 PM on Monday, June 15, 2026**.

IMPORTANT APPLICATION INFORMATION

Candidates must submit a completed job application packet. Application packets will be screened and candidates considered best qualified will move forward to a competitive examination process, which will include a written practical skills exam, an oral interview, fingerprinting/background check or medical examination process if applicable. Eligible lists are used for Full-Time (40 hrs./wk. with benefits), Part-Time (20-39 hrs./wk. with benefits), and Extra Help Employee (EXE) temporary (limited benefits) and may be used to establish a list to fill future vacancies for the next twelve (12) months.

COUNTY OF GLENN JOB OPPORTUNITIES



The County of Glenn is an Equal Opportunity Employer. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the Personnel Department.

The above information is general in nature and does not constitute an expressed or implied contract. The County of Glenn has the right to rescind this recruitment at any time.