



INDIANAPOLIS MOTOR SPEEDWAY MUSEUM
POSITION DESCRIPTION

Position Title: **Tour Bus Driver**
Department: IMS Museum Tour Program
Reports To: Tour Coordinator
Location: IMS Museum, 4750 W. 16th Street, Indianapolis, IN 46222
FLSA Status: Non-Exempt, Part-time

SPECIFIC DUTIES and QUALIFICATIONS:

- Primarily responsibility is to safely drive IMS Museum (IMSM) tour busses around the Indianapolis Motor Speedway oval and infield to conduct tours for IMS Museum guests.
- Must be willing to accept a flexible work schedule, and willing to work some early mornings, evenings and weekends.
- Must have a valid driver's license, with a valid CDL B with P endorsement, and pass a drug screening.
- In order to be part of the team that will continue to grow and protect the IMS Museum brand, drivers must possess the following qualities and agree to the following actions:
 - Must be good with people, a "people person," and make customer service the top priority.
 - Must be physically able and willing to assist persons with disabilities on and off tour busses; must be willing to learn how to safely use a built-in bus handicap lift.
 - Must be physically able to clean IMSM busses after each tour.
 - Must be willing to work in a team environment and assist tour guides with guest questions and requests.
 - Must adhere to IMS and IMSM rules pertaining to safe driving on the grounds; must also adhere to IMS and IMSM social media policies and other rules that protect the IMS and IMSM brands and confidential information.

PHYSICAL DEMANDS/WORK ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions.

TO SUBMIT RESUME: museumjobs@brickyard.com

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