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# TOWN OF GUTTENBERG

“THE HIDDEN GEM OF NORTH HUDSON”

MUNICIPAL BUILDING  
6808 PARK AVENUE  
GUTTENBERG, N.J. 07093



201-868-2315

## TOWN OF GUTTENBERG PART-TIME DRIVER – SENIOR SERVICES

**PART-TIME DRIVER** – The Town of Guttenberg is seeking a responsible and compassionate individual to serve as a Part-Time Driver for the Department of Senior Services.

The Driver will assist in transporting senior residents to and from the Senior Center, medical appointments, shopping trips, and community events. The ideal candidate will demonstrate patience, reliability, and a genuine respect for older adults while providing safe and courteous transportation.

Responsibilities include:

- Safely operating a town-owned vehicle to transport senior residents according to established schedules.
- Assisting passengers with boarding, exiting, and securing seat belts as needed.
- Maintaining cleanliness and proper operation of the vehicle, reporting any maintenance or safety concerns.
- Maintaining accurate trip logs and adhering to all traffic and safety regulations.
- Providing courteous and professional service to all program participants.

Qualifications:

- Valid New Jersey Driver’s License with a clean driving record.
- Experience working with seniors or in a customer service-related position preferred.
- Ability to safely lift light items (up to 25 lbs.) and assist passengers as needed.
- Strong interpersonal and communication skills.

Qualified candidates should submit a completed application to:

Belkis Rubio, Director of Senior Services  
6808 Park Avenue, Guttenberg, NJ 07093  
or via email to [brubio@myguttenberg.com](mailto:brubio@myguttenberg.com)

The Town of Guttenberg is an Equal Opportunity Employer. The Town reserves the right to interview candidates before application deadline. The Town reserves the right to accept applications until the position is filled.

Job Post Opening:      October 10, 2025  
Job Post Closing:      Open Until Filled