

The Los Angeles Philharmonic Association is currently seeking a:
Employee Shuttle Driver

Founded in 1919, the Los Angeles Philharmonic Association presents, and promotes the performing arts in its varied forms at the highest level of excellence to a diverse and large audience, at Walt Disney Concert Hall, the Hollywood Bowl, and The Ford.

Position Summary:

The Employee Shuttle Driver reporting to the Associate Director, Operations is responsible for shuttling staff to and from staff parking locations and to work sites. Also responsible for operating forklifts and lift gate trucks as needed.

Position Elements:

- Safely operates 15 passenger van transporting employees from parking areas to check in spaces, as well as to specific work locations.
- Assists passengers boarding and departing the van as needed.
- Responsible for the service and regular maintenance schedule of the van including the gas, checking oil and tires.
- Inspects the van for mechanical conditions effecting safety of operation, makes minor repairs and reports major mechanical defects.
- Ensures vehicles are clean and well-maintenance and report all issues to supervisor.
- Practice safe driving procedures at all times and adhere to all LAPA parking staff and LADOT.
- Operates other automotive equipment to pick up and deliver supplies for Production needs like lift gate trucks and forklifts.
- Keep accurate time records and abide by the meal and rest period policy.
- Assist other departments when necessary and as directed by a supervisor.

Position Requirements:

- Must be 18 years or older
- Must have valid Class A license or valid Class C license with passenger endorsement (P-Endorsement)
- Must have valid Forklift Operation certification

- Have a clean driving record
- Existing knowledge of or the ability to quickly learn the following:
 - Parking policies and procedures
 - Layout of Bowl and surrounding areas
- Ability to:
 - Work outside
 - Bend, stand and walk/run (including hilly terrain and stairs) for up to duration of entire work shift
 - Lift and carry up to 25 pounds
 - Sit for up to a couple of hours at a time during work shift
- Dedication and commitment to engage in and promote diversity, equity, and inclusion within the staff, vendors, and within interactions with the surrounding community is a must
- Secondary language fluency is a plus

COVID Workplace Safety Requirements

This position will require you to interact with employees, patrons, vendors and others who may or may not be vaccinated or recently tested. You will be required to wear personal protection equipment (PPE) required by the LA County Department of Public Health protocols and the LA Phil. You agree to comply at all times with the LA Phil's COVID-19 Prevention Plan, including testing and vaccination requirements.

How to apply:

Complete the online application by clicking [here](#).

- Complete the application with all pertinent information.
- At the end of the application, a confirmation page will appear when your submission has been successful

The Los Angeles Philharmonic Association will consider for employment qualified Applicants with Criminal Histories in a manner consistent with the requirements of the FCIHO.

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The Los Angeles Philharmonic Association embraces and is committed to diversity and inclusion within our staff, musicians, guest artists, audiences, and surrounding communities. The Association does not discriminate on the basis of race, color, religion, religious creed (including religious dress and religious grooming), sex (including pregnancy, perceived pregnancy, childbirth, breastfeeding, or related medical conditions), sexual orientation, national origin, ancestry, citizenship, age, physical or mental disability, legally protected medical condition or information, genetic information, marital status, gender, gender identity, gender expression, military status, veteran status, or any other basis protected by federal, state, or local law. Consistent with the law, the Association also provides reasonable accommodation for disabled applicants and employees in accordance with the Americans with Disabilities Act (ADA) and the California Fair Employment and Housing Act, for pregnant employees who request an accommodation with the advice of their health care providers, for pregnancy, childbirth or related medical conditions; for employees who are victims of domestic violence, sexual assault or stalking; and for applicants and employees based on their religious beliefs and practices.