Andre Jefferson

Shuttle Bus Driver

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Summary

Shuttle bus driver with 3 years on a hospital campus loop and 3 years of delivery driving before that, carrying up to 900 riders a day with no preventable accidents. Strong in customer service, wheelchair lifts and pre-trip inspections, and keeps a positive attitude with patients, visitors and staff on every run.

Experience

02/2023 - Present
Orlando, FL

Shuttle Bus Driver

Orange Grove Medical Center

Campus transportation team running 6 shuttle buses for a 900-bed hospital.

- Drive a 24-passenger shuttle bus on a 12-stop loop between parking garages and clinics, carrying **900** riders a day.
- Operate the wheelchair lift for about 30 patients a shift and secure each chair before departure.
- Conduct pre-trip inspections and report defects to fleet maintenance, keeping the bus in service 99% of shifts.
- Respond to dispatch calls by two-way radio for 15 extra patient pickups a week.

01/2020 - 01/2023
Orlando, FL

Delivery Driver

Sunbelt Office Supply

Office products distributor delivering to businesses across central Florida.

- Delivered **40** business orders a day in a box truck with a 98% on-time rate.
- Improved route planning each morning to cut daily mileage from 140 to 115 miles.
- Handled cases up to 50 pounds with a hand truck and recorded every signature on a handheld scanner.
- Earned the company's safe driver award in 2021 and 2022 through defensive driving and zero incidents.

06/2017 - 12/2019
Orlando, FL

Courtesy Shuttle Driver

Lake Underhill Auto Service Center

Dealership service department with a customer shuttle for drop-offs.

- Drove service customers to work and home in a 7-passenger van, about **30** trips a day.
- Arranged return pickups with service advisors so customers waited under 15 minutes.
- Maintained a clean driving record and a spotless van through 2 annual insurance reviews.

Skills

- Customer Service
- Wheelchair Lifts
- Pre-Trip Inspections
- Defensive Driving
- Two-Way Radio
- Dispatch Calls
- Route Planning
- Safe Driving
- Positive Attitude
- Organizational Skills

Education

05/2014
Orlando, FL

High School Diploma

Jones High School

Certificates

12/2022

Commercial Driver's License, Class B with P Endorsement

Florida Department of Highway Safety and Motor Vehicles

03/2023

Defensive Driving Course

National Safety Council