

BUS DRIVER

DEFINITION

Under the direction of the Transportation Supervisor, operates a school bus or transportation vehicle over designated routes within an established time schedule; transports students to and from school and on special events trips; performs daily inspections of a bus or transportation equipment; and performs other related duties as assigned and/or required.

ESSENTIAL DUTIES

- drives a school bus or transportation vehicle over assigned routes in accordance with an established time schedule
- assists in evaluating transportation routes, and reports unsafe road conditions
- transports children to and from school
- loads and unloads students safely at designated stops
- stops traffic and escorts children across streets
- plans, organizes and implements student safety and pupil transportation vehicle evacuation drills
- maintains bus or transportation vehicle in a clean and orderly condition, and inspects and reports any mechanical defects or malfunctions
- adheres to policies and procedures in maintaining appropriate student behavior
- responds to public contacts concerning transportation problems and concerns
- completes the daily transportation activity record, including number of students transported, mileage, type of trip and standby time
- sweeps, cleans and refuels buses
- may transport children with special learning needs and physical handicaps
- administers first aid as required, and contacts appropriate administrators in case of serious injury or illness

QUALIFICATIONS

Knowledge of: Safe driving practices and techniques; basic first aid procedures and methods; safety and maintenance requirements of bus and other pupil transportation equipment; provisions of the California Motor Vehicle Code and Title 13 applicable to the operation of vehicles in the transportation of school children.

Ability to: Drive a school and other transportation equipment efficiently; maintain appropriate student behavior on a school bus or other transportation equipment; perform

