

RED BLUFF JOINT UNION HIGH SCHOOL DISTRICT

JOB DESCRIPTION

JOB TITLE: SCHOOL BUS DRIVER I

DEPARTMENT: TRANSPORTATION

REPORTS TO: DIRECTOR OF TRANSPORTATION

DEFINITION:

Under general supervision of the transportation supervisor, to operate a school bus or transportation vehicle over designated routes within an established time schedule; to transport students to and from school and on special event trips; to perform daily inspections on a bus or transportation equipment; and to do other related work as required.

EXAMPLES OF 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 and on activity trips.
- 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 field trip activity record, including number of students transported, mileage, and type of trip and standby time.
- Sweeps, cleans, and refuels buses.
- Maintains current route data information in their assigned route book.
- May transport children with special learning needs and physical handicaps.
- Administers first aid as required, and contacts appropriate administrators in case of any injury or serious illness.
- Perform periodic safety drills as required by law.
- May transport students and staff on field trips, athletic events and other authorized trips.
- Check and maintain safety equipment.
- Demonstrate good judgment in the performance of duties.
- Other related duties as assigned.

QUALIFICATIONS

KNOWLEDGE OF:

- Safe driving practices and techniques.
- Basic first aid procedures and methods and location of safety equipment.
- 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.
- District policies and procedures relating to student transportation

ABILITY TO:

- Drive a school bus and other transportation equipment safely and efficiently.
- Maintain appropriate student behavior on a school bus or other transportation equipment.
- Perform appropriately in situations requiring tact and diplomacy.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships with fellow staff and students.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- Persons performing service in this position classification May exert up to 60 pounds of force frequently to lift, carry, push, pull, or otherwise move objects.
- This type of work involves operating a student transportation vehicle, sitting during much of the assignment, but will involve walking or standing for brief periods.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handle and work with various materials and objects are important aspects of this job.
- Sufficient mobility to climb in and out of school buses and emergency exits and to maneuver students into and out of buses.

ENVIRONMENT:

- Work environment – indoors and outdoors
- Temperate – normal climate; occasional adverse weather conditions.
- Chemical exposure – diesel fuel, soap and cleaning solutions.

- Noise/Vibrations – high level of noise involving students. Road vibrations while operating the bus.

EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

EXPERIENCE:

One year of experience in the transportation of school children, or the completion of a school bus driver training program.

EDUCATION:

Equivalent to completion of high school.

LICENSE AND CERTIFICATE REQUIREMENTS

- Possession of a valid Class A or B, California Commercial Driver License with an air brake and a passenger endorsement.
- Possession of a Special Certificate, valid for driving a school bus, issued by the California Highway Patrol, including passage of a first aid examination.
- Possession of a current Medical Examination Report and card.
- Complete required training to maintain special driver certificate