



PITTSBURG UNIFIED SCHOOL DISTRICT

SCHOOL BUS DRIVER

CLASSIFICATION SPECIFICATION

DEFINITION:

Under general supervision, to safely drive a school bus or transportation vehicle over an assigned route in the transportation of students, including to and from school, field trips, athletic activities and other special trips; to maintain buses in a clean and safe condition; and to perform all related duties as assigned.

EXAMPLES OF DUTIES:

- Drives a school bus or transportation vehicle over an assigned route in accordance with a time schedule
- Boards and discharges student passengers
- Transports students, staff and chaperones on field trips, athletic activities, and other special trips
- Enforces district policies and procedures, and maintains discipline on buses
- Prepares daily reports of mileage, time and student loads
- Assists in the development and revision of route sheets in coordination with the supervisor
- Maintain bus cleanliness on a daily basis
- Performs bus maintenance checks, and reports maintenance needs
- Renders first aid or emergency assistance as needed
- May transport other materials in district vehicles
- Maintains good order among students on the buses following district policies regarding the disciplining of children, and contact with parents and other citizens
- Assists in conduction annual bus evacuations drills
- During times when buses are not in use, positions in this class may be assigned to general maintenance and clean-up activities in the transportation department
- Performs related duties as assigned

MINIMUM REQUIREMENTS:

Knowledge Of:

- Safe driving practices
- Provisions of the California Motor Vehicle Code and the Education Code applicable to the operation of vehicles in transporting school children
- First aid practices
- Geography of the school district

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MINIMUM REQUIREMENTS: (cont.)

Ability To:

- Operate a school bus, exercising good judgment and extreme caution
- Maintain order among students on a bus
- Learn a designated bus route, bus stops and district traffic hazards
- Make simple reports
- Keep simple records
- Understand and carry out oral and written instructions
- Establish and maintain effective working relationships with students, the public and staff members

Training & Experience:

One year of general driving experience, or six months of experience as a bus driver; or any combination of training and experience that could likely provide the desired knowledge and abilities.

Licenses:

Possession of a valid California Driver's License, Class II; a California School Bus Driver's Certificate; and a First Aide Certificate issued by the American Red Cross or the California Highway Patrol.

Physical:

Good physical condition as determined by pre and post employment inquiries, and health reports.