

Bus Driver

- QUALIFICATIONS:**
1. High school diploma or equivalency.
 2. Have a valid CDL license with the required endorsements.
 3. Complete the required physical for bus drivers. (KDOT)
 4. Meet all state requirements for bus drivers which include the Driver Improvement Program and Medic First Aid.
 5. Demonstrate aptitude or competence for assigned responsibilities.
 6. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Director of Transportation

JOB GOAL: To provide safe and efficient transportation so students may enjoy the fullest possible advantage from the district's curricular and extracurricular programs.

PERFORMANCE RESPONSIBILITIES:

1. Regular attendance and punctuality are essential functions of the job.
2. Has knowledge of and obeys all traffic laws.
3. Follows district policies in regard to student transportation.
4. Maintains discipline when students are on the bus and at loading sites.
5. Follows district's procedures when disciplining students.
6. Keeps assigned bus clean.
7. Keeps to assigned schedule.
8. Does pre-trip inspection as per district policy.
9. Notifies the supervisor in case of mechanical failure or lateness.
10. Discharges students only at authorized stops.
11. Transports only authorized students.
12. Reports all accidents and completes required reports.
13. Performs any other responsibilities as noted in the Transportation Handbook or as assigned by the district Director of Transportation.

TERMS OF EMPLOYMENT: Salary and work year to be established by the Board.

EVALUATION: Performance of this job will be evaluated in accordance with provisions in the Board policy on *Evaluation of All Classified Personnel*.

ESSENTIAL FUNCTIONS OF THE JOB:

- Drive a school bus on urban and/or country streets or roads.
- Physical ability to enter and exit rear emergency door rapidly.
- Physical ability to exit driver's seat rapidly and safely in case of emergency and proceed to the rear emergency door.
- Ability to handle stress from traffic and students.
- Ability to control and discipline students of all ages.
- Driving knowledge shown by passing State required tests.
- Physical capabilities to pass the physical examination required by the State.

PHYSICAL REQUIREMENTS OF THE JOB: An X indicates it is a requirement.

- 1. Very rarely requires exertion beyond walking.
- 2. Very rarely requires physical exertion beyond walking or climbing stairs.
- 3. Requires prolonged (over 50% of the time) standing and walking.
- 4. Requires prolonged (over 75% of the time) standing and walking.
- 5. Occasionally requires physical exertion to manually move, lift, carry, pull, or push heavy* objects or materials.
- 6. Frequently (over 20% of the time), requires physical exertion to manually move, lift, carry, or push heavy* objects or materials.
- 7. Frequently (over 33% of the time), requires physical exertion to manually move, lift, carry, or push heavy* objects or materials.
- 8. Over 50% of the time, requires physical exertion to manually move, lift, carry, or push heavy* objects or materials.
- 9. In addition to items 5, 6, 7, or 8, occasionally requires physical exertion to manually move, lift, carry, or push heavy objects weighing more than 50 pounds.
- 10. Driving skills and physical ability required to drive vehicle.

*Note: * "heavy" means not over 50 pounds*

I have reviewed this job description and will fulfill the duties described.

Signature

Date

An Equal Employment/Educational Opportunity Agency

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