



Sequoia Union High School District

Job Description

JOB TITLE:	School Bus Driver
REPORTS TO:	Director Transportation
CLASSIFICATION:	Classified / M&O
SALARY SCHEDULE:	11.0
WORK - YEAR / HOURS:	9 months / 6.5 hours
LOCATION:	Site District
BOARD APPROVAL:	11/5/1997

DEFINITION

Under general supervision, to drive a school bus over designated routes for the purpose of transporting students; and to perform related work as assigned.

DISTINGUISHING CHARACTERISTICS

EXAMPLES OF DUTIES

- Drives a school bus (automatic or manual shift) or wheelchair van daily over designated routes in accordance with time schedules;
- Picks up and discharges students, checks bus passes if assigned in area of route;
- May transport students and teachers on field trips to various locations, making departure and arrival times as scheduled and safe within driving conditions;
- Check vehicles twice daily to ensure safe operating conditions;
- Washes and cleans interior of vehicle;
- Advises mechanics of necessary repairs;
- Attends scheduled safety meetings and safety programs;
- Maintains order among students on buses;
- Follows district policies regarding discipline of students and contact with parents and the public;
- Reports incidents which affect the safety of pupils;
- May schedule the most efficient route in picking up and discharging students, when

necessary;

- May assist in training of new school bus drivers;
- Maintains records related to time, mileage, student capacity, etc.

QUALIFICATIONS

Knowledge of:

Safe driving practices.

Provisions of the California Vehicle Code and the Education Code as applicable to the operation of vehicles in transporting students.

First aid practices.

Skill in:

Driving a school bus safely and efficiently.

Maintaining order among students on a school bus.

Recognizing malfunctions in equipment and taking appropriate action.

Learning a designated bus route, including stops and traffic hazards.

Maintaining simple records.

Following oral and written directions.

Working cooperatively with others.

A typical way of gaining the knowledge and skills outlined above is:

Equivalent to completion of the eighth grade.

PHYSICAL REQUIREMENTS

The physical abilities required of this classification may include the following:

- Sitting for extended periods in bus driver's seat.
- Working in exposure to jolting, noise and vibration.
- Hand, arm and leg agility to operate school bus including manual transmissions and clutches on some models.
- Clear, corrected vision equal to 20/40 in both eyes (Snellen).
- Walking and climbing to board bus.
- Bending, stooping, kneeling and reaching to inspect vehicle and clean interior.
- Lifting light objects (hand held stop sign, light luggage) frequently, and up to 50 pounds occasionally to load luggage on field trips.
- Hearing to monitor traffic conditions, bus malfunctions, and other hazards (e.g. grade level train crossings).
- Speech sufficient to maintain order on buses.
- Wheelchair van drivers must be able to lift occupants weighing up to 85 pounds from wheelchair in case of emergency.

OTHER REQUIREMENTS

Must possess a valid California Class B-PS driver's license and have a satisfactory driving record; must possess a current certificate of training in first aid; must possess a current certificate of physical health signed by a licensed physician; possession of school bus driver certificate for Type I or Type II buses issued by the California Department of Motor Vehicles.