



TRANSPORTATION DIRECTOR

Location: Kingsley Area Schools

Starting Date: July 1, 2025

Posting:

April 21, 2025

Application Deadline:

UNTIL FILLED

Kingsley Area Schools reserves the right to change the timeline to ensure the best qualified candidate.

Job Summary

Kingsley Area Schools is seeking an experienced and dedicated School Transportation Director to lead and manage the district's transportation services. This role is responsible for the safe, efficient, and cost-effective operation of the student transportation program, ensuring compliance with all local, state, and federal regulations.

Key Responsibilities

- Oversee daily transportation operations, including routing and scheduling.
- Supervise and evaluate transportation staff.
- Ability to coordinate and carry out road checks for inclement weather.
- Ensure adherence to safety standards and district policies.
- Maintain accurate records related to routes, vehicle inspections, and employee certifications.
- Respond to and investigate incidents, accidents, and parent or staff concerns.
- Coordinate transportation for field trips, extracurricular activities, and special education needs.
- Stay current with transportation laws and safety regulations.

How to Apply

Apply online at
www.applitrack.com/kingsley/onlineapp



Qualifications

- High school diploma or equivalent (Bachelor's degree in business, logistics, or a related field preferred).
- Possess or ability to obtain MDE Transportation Supervisor Certification
- Minimum 3 years school transportation experience is strongly preferred.
- Satisfactorily pass a physical examination upon request
- Valid Michigan CDL with appropriate endorsements (or ability to obtain).
- Strong organizational, leadership, and communication skills.
- Proficient in routing software, GPS tracking systems, and basic computer applications.
- Ability to manage emergencies and make quick, sound decisions under pressure.
- Physical attendance is an essential job skill.