



TRINIDAD

School District #1

JOB DESCRIPTION

POSITION TITLE

Bus Driver

QUALIFICATIONS

REPORTS TO:

Manager of Transportation

JOB SUMMARY:

PERFORMANCE RESPONSIBILITIES:

- Maintain proper records for each vehicle driven.
- Be responsible for all conduct of riders in the vehicle they are driving.
- Follow all driving rules and regulations of the State of Colorado when driving a district vehicle.
- See that the vehicle driven is checked for vandalism, damage, and repair upon completion of each trip taken.
- Maintain a log of regular service inspections for the route bus you are assigned to.
- Communicate to the transportation Manager any problems with the bus assigned or any bus taken on an activity trip - mechanical or otherwise.
- Route and activity drivers are to insure that their bus is clean (inside and outside) at all times.
- Report to you duty station at least five minutes ahead of time to insure timeliness.
- Perform such other duties as may properly be within the scope of the position or may be requested by the Transportation Manager, Building Principals, or Superintendent of Schools.

TERMS OF EMPLOYMENT

Ten, eleven or twelve month year. Salary and work year is to be established by Trinidad School District #1 Board of Education.

EVALUATION

Performance of this job will be evaluated in accordance with provisions of the Trinidad School District #1 Board of Education regarding Evaluation of Professional Personnel.

Staff Signature: _____ Date: _____

Supervisor: _____ Date: _____

Revised: 8/2017

