

Yuba City Unified School District

BUS DRIVER

RANGE 30

DEFINITION

Under supervision to operate a school bus over designated routes to transport school children and to do related work as required.

EXAMPLES OF DUTIES

Drives a bus daily over designated routes in accordance with time schedules, picking up and discharging school children; escorts children across streets, stopping traffic when necessary; transports students and teachers on field trips to various locations; make recommendations regarding routes; conducts pre and post bus trip inspection; cleans interior, exterior and assists in maintaining bus in safe operating condition; maintains good order among students on the bus, following district policies regarding the disciplining of children and contact with parents and other citizens; keeps records of mileage, number of children carried, and number of hours driven per day; prepares reports of driving hazards and incidents.

EMPLOYMENT STANDARDS

Education and Experience: High school diploma or equivalent. Ability to read and write sufficiently to perform all of the duties of the position including understanding applicable laws, regulations and codes required. Successful completion of 20 hours of classroom instruction related to skills and safety requirements for driving a school bus and successful completion of 20 hours of instruction behind the wheel of a school bus is required.

Knowledge and Skills: Requires a complete working knowledge and understanding of safe bus driving practices sufficient to recognize problems and take appropriate action. Must have a basic understanding of State laws, rules and regulations and Education Code sections pertaining to school bus operations and pupil transportation. Must know and understand how to apply first aid practices. Requires sufficient communication skills to maintain harmony within a work team and with students.

Abilities: Requires the ability to perform all of the duties of the position with minimal supervision. Must be able to drive a school bus safely and efficiently while keeping to well-established schedules. Requires the ability to maintain order among students, both while driving and at bus stops. Must be able to recognize malfunctions in equipment and take appropriate action. Requires the ability to maintain the assigned vehicle in clean and safe operating condition. Must administer first aid to ill or injured students. Must learn repetitive tasks on a continuous basis and to sit for prolonged periods of time. Requires the ability to maintain required records. Requires the ability to communicate effectively with peers, students, parents and members of the general public.

Physical Abilities: Requires arm-hand and leg-foot dexterity to drive a bus. Requires visual acuity including depth perception. Requires the ability to sit for extended periods of time. Requires hearing sufficient to be aware of traffic and road distractions/conditions and listen to children. Requires the ability to lift passenger ambulatory aids such as wheel chairs onto platforms.

Licenses and Certificates: Requires valid California Commercial Driver's License, medical examination card; valid California Special Driver Certificate with School Bus endorsement and valid ARC First Aid Certificate.

05/08/01