

Job Description – Bus Driver**Revised: 3/14/17**

TITLE: Bus Driver

QUALIFICATIONS:

1. High School Diploma or equivalent.
2. CDL License with School Bus Endorsement.
3. Annual physical exam.
4. Such additional health and age requirements, as the Board may require.

REPORTS TO: Transportation Director

JOB GOALS: To provide safe and efficient transportation to and from school and to and from extra-curricular activities.

PERFORMANCE RESPONSIBILITIES:

1. Obeys all traffic laws.
2. Observes all mandatory safety regulations for school buses.
3. Maintains student discipline on bus.
4. Reports undisciplined students to the proper authority.
5. Maintains clean bus.
6. Maintains assigned schedule.
7. Monitors bus before each operation for mechanical defects.
8. Notifies proper authority in case of mechanical failure or lateness.
9. Discharges students only at authorized stops.
10. Exercises responsible leadership on out of county school trips.
11. Transports only authorized students.
12. Reports all accidents and completes required reports.
13. Enforces regulations against smoking and eating on the bus.
14. Discharges students as close to home as possible during inclement weather.
15. Bus Drivers shall pass a physical examination by a licensed doctor of medicine in order to qualify for a school bus driver contract. The Board reserves the right to require additional physical or visual reports, when deemed necessary.
16. All bus drivers must attend the State school bus driver's training program.

TERMS OF EMPLOYMENT: Ten, eleven, or twelve-month year. Salary and work year to be established by the Board.

EVALUATION: Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on evaluation of non-professional personnel.