

**DOLORES SCHOOL DISTRICT RE-4A  
JOB DESCRIPTION  
BUS DRIVER**

REPORTS TO: Director of Transportation

POSITION SUMMARY: Responsible for the safe transportation (including student behavior) of students to and from school and extra-curricular activities. Monitors mechanical functions of equipment for repair or attention. Develops and promotes good community relations among various community and school clientele.

TYPICAL RESPONSIBILITIES:

1. Picks up and delivers students according to assigned routes and time schedule.
2. May transport students in extra-curricular situations such as athletics, field trips, etc.
3. Monitors the performance and mechanical conditions of the bus and reports any problems to the director.
4. Performs all required safety and vehicle checks pertaining to any bus trip and reports any problems to the director.
5. Follows and conforms to all safety and training requirements of the district, state and federal governments.
6. Maintains an awareness of all conditions or advisories which may affect the safe operation of the vehicle.
7. Monitors and controls the behavior of students at all times and reports any difficulties to appropriate personnel; conferences as necessary with parents, administrators and others.
8. Maintains the cleanliness of the bus.
9. Monitors and maintains the various bus fluid levels.
10. Maintains and submits all required records and reports.
11. Reports any emergencies, hazards, delays, damage, accidents or incidents to the director or other district authority.
12. Performs other related duties as assigned or requested.

POSITION REQUIREMENTS:

MINIMUM EDUCATION OR FORMAL TRAINING

High School graduate or equivalent and at least 21 years of age.  
Must pass all required tests.  
May need specialized training in mountain driving, winter driving, etc. (after employment)

MINIMUM EXPERIENCE

No minimum requirement

SKILL REQUIREMENTS

Appropriate driving skills  
Effective communication  
Insurance company qualification standards

GENERAL EXPECTATIONS

Is flexible  
Has the ability to work cooperatively with supervisors and coworkers  
Maintains a generally positive attitude  
Observes all district policies and procedures

LICENSES OR CERTIFICATION

Must obtain a Commercial Drivers License, Class B with P2 endorsement  
First Aid certification  
DOT Physical examination

ESSENTIAL ENVIRONMENTAL DEMANDS

Noise, dirt and dust, odors and fumes, some hazardous situations, temperature extremes.

ESSENTIAL PHYSICAL REQUIREMENTS

Occasional lifting 10 to 50 pounds  
Constant sitting  
Frequent reaching  
Occasional bending, stooping, kneeling

PHYSICAL STRENGTH SPECIFICATIONS FOR SCHOOL BUS DRIVERS:

Hands, arms, shoulder and upper back must be sufficiently strong and mobile to operate steering mechanisms which require approximately 30 to 40 pounds torque for non-power assisted units operating at low speeds.

Lower back, legs and feet must have sufficient strength and mobility to operate brake and clutch mechanisms which require approximately 20 to 30 pounds pressure and rapid movement for safe operation.

Must be sufficiently strong and mobile to perform routine pre-operation inspections.

Must be able to enter and exit rear emergency door in order to evacuate passengers.

Must be able to work in temperatures in the -25F to 90F range.

Must be able to work in a sitting position for two to three hours without interruption.

Must be able to install tire chains during inclement weather.