

## Oneida Special School District

### Job Description

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<b>Position Title:</b>	<b>Bus Driver</b>
<b>Reports To:</b>	<b>Supervisor of Transportation/Director of Schools</b>
<b>Job Goal:</b>	<b>To transport students safely to and from school.</b>
<b>Term of Employment:</b>	<b>To be determined by the Director of Schools</b>

**Responsibilities: (Include but are not limited to)**

- Know and follow all school board policies.
- Obey all state and local traffic regulations.
- Assist motorists in passing the school bus between stops.
- Report any misconduct of students to the principal of the school to which the student attends.
- Promote safety habits with the group of students transported.
- Be courteous to parents and students, cooperative with principals and teachers.
- Maintain satisfactory control of children entrusted in his/her care.
- Sweep and clean the bus at least once each day.
- Daily pre and post trip inspections are mandatory and to be turned in every Friday.
- Report any mechanical problems and make provisions for repairs.
- Perform any and all other duties as assigned by the Transportation Supervisor.
- Any other duty/responsibility as assigned by the Director of Schools or his/her designee.

**Qualifications:**

- High school diploma or GED.
- Must possess a commercial driver's license with all required endorsements.
- Must undergo a minimum of one DOT physical examination per year. (Two exams per year if age 65 or older).
- Maintain a clean and neat appearance.
- Ability to interpret policies as related to job functions.
- Possess good oral and written communication skills.
- Ability to establish and maintain an effective working relationship with the public and other employees.
- Ability to perform any physical duties associated with this position (e.g., lifting up to 50 pounds on a regular basis, sitting for long periods of time, walking, seeing, standing for extended periods of time, etc.).