

JOB NOTICE

NORWALK-LA MIRADA UNIFIED SCHOOL DISTRICT
12820 Pioneer Boulevard Norwalk, CA 90650-2894 (562)868-0431

*** * * 2018 – 2019 SCHOOL YEAR * * ***

Job #54

July 30, 2018

**H-6 REQUIREMENT PRINTOUT FROM DEPT. OF
MOTOR VEHICLES MUST ACCOMPANY APPLICATION**

SUBSTITUTE SCHOOL BUS DRIVER

Salary \$21.40 per hour (Range 550)

>>>>>Positions Available<<<<<<

EXAMPLES OF DUTIES

Under direction of a supervisor, maintains and calculates various transportation reports and records; monitors two-way radio; transports children to and from school, loads and unloads students safely at designated stops and on field trips, stops traffic and escorts children across streets; maintains assigned buses or transportation vehicle in a clean and orderly condition, and inspects and reports any mechanical defects or malfunctions; adheres to policies and procedures in maintaining appropriate student behavior, completes the daily transportation activity record, including number of students transported, mileage, type of trip and standby time in an accurate manner; conducts student emergency bus evacuation drills as required; attends and participates in transportation safety and in-service training; administers first aid as required, and contacts appropriate administrators in case of serious injury or illness; transports students to special events, such as field trips and sports activities; maintains records as assigned; make simple arithmetical computations. Also may drive a bus on field trips which may include mountain driving and require the ability to apply snow chains to the bus; and able to pass the mountain proficiency test.; also may transport children with special learning needs and physical handicaps, wheelchairs and medical equipment and will be responsible for ensuring that students are placed in height and weight appropriate child safety restraint systems.

LICENSE and CERTIFICATE REQUIREMENT

A valid Class B Commercial Driver's License and a School Bus Driver's certificate w/School Bus Endorsement. A valid first aid and CPR certificate and a current DL51 Medical Certificate. **Must be willing to go through the training program with NLMUSD to obtain the following requirements.**

MINIMUM QUALIFICATIONS

Knowledge of:

Safe driving practices and techniques; basic first aid procedures and methods; safety and maintenance requirements of bus and other pupil transportation equipment; and provisions of the California Motor Vehicle Code and State Education Code applicable to the operation of vehicles in the transportation of school children.

Ability to:

Drive equipment safely and efficiently; maintain appropriate student behavior on a school bus or other transportation equipment; perform appropriately in situations requiring tact and diplomacy; understand and carry out oral and written directions; maintain accurate records; and make simple arithmetical computations.

Experience:

Six (6) months of experience in the transportation of school children, or the completion of a school bus driver training program is desirable.

Education:

Proof of High School Diploma or equivalency.

Medical/Background Check:

Persons hired will also be required to submit to a physical examination, proof of measles, mumps, rubella (MMR) and whopping cough vaccinations, be fingerprinted, and complete a child abuse index form. (Fees Live Scan - \$32.00, FBI - \$17.00, Child Abuse Index - \$15.00, Social Service - \$10.00 = \$74.00).

WORK YEAR BENEFITS

These are substitute positions with the TRANSPORTATION DEPARTMENT. Persons selected will work on as needed basis only.

APPLICATION PROCEDURE

Please apply via EdJoin.org at <https://www.edjoin.org/Home/JobPosting/1078344>. The deadline for submitting an application is APRIL 30, 2019 by 4:00 PM. A test may be given.

A.D.A. REQUIREMENTS ON REVERSE SIDE
An Equal Opportunity Employer

BUS DRIVER

A.D.A. REQUIREMENTS

Physical, Mental and Environmental Demands:

Physical:

Sitting, walking level surface, walking uneven slippery surface, stair climbing, reaching, bending, use of both legs; wrist/arm motion, grasping/holding, use of both hands; lifting objects 1-25 lbs., carry/push 1-25 lbs.; color vision, near vision, use of both eyes, sense of smell, normal hearing, hearing with aid, distinguish sounds in transmission, speaking.

Mental:

Occasional stress of emergencies, stress of deadlines, normal work standards stress, ability to work with interruption, reading, interpreting code, laws, policy, calc., perform routine math process, memorize and recall objects, people, analyze problems and general alternative.

Working Conditions:

Exposure to sun, extremes of temperature, wetness, dust, vibration, slippery surface, chemicals, oil, toxic substance, irregular hours, some overtime or shift variance, rain.

The Board of Education of the Norwalk – La Mirada Unified School District is committed to equal opportunity for all individuals in education. District programs, activities, employment, and practices shall be free from discrimination, sexual harassment, harassment, intimidation, and bullying based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, pregnancy, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. School and District personnel will take immediate steps to intervene when it is safe to do so and when he or she witnesses an act of discrimination, sexual harassment, harassment, intimidation, or bullying.

Complaints Concerning Discrimination, Sexual Harassment, Harassment, Intimidation, and Bullying: The Governing Board designated the following person(s) as the Title IX Coordinators/Nondiscrimination Compliance Officers:

<p style="text-align: center;">Title IX Coordinator (Nonstudent Issues): Assistant Superintendent, Human Resources or designee 12820 Pioneer Boulevard Norwalk, CA 90650 (562) 868-0431</p>	<p style="text-align: center;">Title IX, Title VI, and Title VII Coordinator (Student Issues): Assistant Superintendent, Educational Services or designee 12820 Pioneer Boulevard Norwalk, CA 90650 (562) 868-0431</p>
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