

**NOTICE OF OPENING  
IN-HOUSE  
BUS DRIVER**

**Deadline: June 17, 2009**

**ASSIGNMENT:**

Title and Classification:	Bus Driver
Site:	District
Department:	Transportation
Terms of Employment:	9 months, 4 hrs. per day
Supervisor:	Transportation Supervisor
Salary Range:	Range 12

**GENERAL DESCRIPTION:**

Under general supervision, operates Type I and Type II school buses in transporting students home to school, and school to home, over designated routes, and to special events and activities.

**DUTIES AND AREAS OF RESPONSIBILITY:**

- Performs approved pre-trip and post-trip inspections of busses.
- Keeps windows, mirror, and floors of bus clean.
- Safely and efficiently operates school busses with or without passengers on board.
- Transports students, chaperones, instructors and/or coaches on special trips to various locations, arriving and departing on schedule.
- Maintains good order among the students and passengers on the bus and while waiting at the bus stops.
- Understands and obeys all legal and safety procedures related to the operation of school busses.
- May install snow chains.
- May render first aid or emergency assistance as necessary.
- Makes routine safety checks, reports problems or equipment malfunctions.
- Instruct students on proper bus evacuation.
- File reports when necessary.
- Maintains the training hours needed to hold a School Bus Certificate.
- Learn and follow the District's operations, policies and procedures as they relate to assigned duties.
- Performs related duties as required.

Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirements. Place the applicable number from the chart below that best indicates what percentage of time is spent on each of the

following essential physical requirements. The categories refer to the overall requirements on an annual basis.

- |                                  |   |
|----------------------------------|---|
| 1. Seldom = Less than 25 percent | 3. Often = 51-75 percent                |
| 2. Occasional = 25-50 percent    | 4. Very Frequent = 76 percent and above |
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- |              |   |
|--------------|---|
| <u>  3  </u> | a. Ability to work at a desk, conference table or in meetings of various configurations.                  |
| <u>  2  </u> | b. Ability to stand for extended periods of time.   |
| <u>  4  </u> | c. Ability to see for the purpose of reading laws and codes, rules and policies and other printed matter. |
| <u>  4  </u> | d. Ability to hear and understand speech at normal levels.  |
| <u>  4  </u> | e. Ability to communicate so others will be able to clearly understand a normal conversation.             |
| <u>  4  </u> | f. Ability to bend and twist, stoop and kneel, crawl, push, and pull.                                     |
| <u>  2  </u> | g. Ability to lift <u>  75  </u> lbs.   |
| <u>  2  </u> | h. Ability to carry <u>  50  </u> lbs.  |
| <u>  4  </u> | i. Ability to reach in all directions.  |
| <u>  2  </u> | j. Ability to work at heights.  |
| <u>  2  </u> | k. Ability to ascend and descend ladder.  |
| <u>  3  </u> | l. Ability to work in the elements (extreme temperatures).  |

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed, as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

**DESIRABLE QUALIFICATIONS:**

Ability To: Operate and drive any district school bus and other automotive equipment in a safe and efficient manner; effectively shift automatic and 10-speed transmissions; understand oral and written instructions; work cooperatively with Transportation Supervisor, principal, other fellow employees, parents and the general public.

Knowledge of: Passenger Transportation Safety Handbook 82.7 CHP; safe driving practices; provisions of the California Motor Vehicle Code and the Education Code applicable to the operation of vehicles in transporting school children.

Education: \*High School Diploma or G.E.D.  
\*First Aid and CPR Certification Preferred

Health: Must pass a physical examination (DOT) prior to receiving a class A or B Drivers License.

- Required:
- \*Possess a valid Class A or B California Drivers License
  - \*School Bus Drivers Certificate
  - \*Pass requirements for DMV and Highway Patrol
  - \*Finger Printing
  - \*TB Test
  - \*Pre-Employment Physical
  - \*Drug Test
  - \*Mandatory Agency Shop

**EVALUATION:**

Performance in this job will be evaluated in accordance with provisions of the CSEA Contract and Board policy on evaluation of support service personnel.

**ACCOMMODATION:**

Yosemite Unified School District is an “Equal Opportunity Employer” and does not discriminate on the basis of race, color, national origin, sex, or handicap. Reasonable accommodation may be made to enable a person with disability to perform the essential functions of the job.

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