

Van Buren School District

Job Description

Job title	<i>Bus Driver</i>
Reports to	<i>Director of Transportation</i>

Essential Duties and Responsibilities

- Obey all traffic regulations.
- Follow safety rules as students board and exit buses on a designated route, shuttle or trip.
- Maintain order to ensure student safety.
- Perform pre-trip and post-trip inspections and report any bus maintenance issues or needed repairs.
- Pick up and drop off students at regularly scheduled locations while following strict time schedules.
- Prepare and submit trip/shuttle/route documentation as required.
- Keep bus or school vehicle interior clean.
- Report delays, accidents, or other traffic or transportation issues using two-way radios or phones.
- Maintain professional conduct with students, parents and school personnel.

Qualifications

- High school diploma or GED preferred
- Class B CDL with passenger, school bus and airbrake endorsement
- Negative drug screening upon employment and subsequent drug testing as required by law
- Clean driving record (no major driving violations)
- Clean background check

Physical requirements

- Be able to lift 30 lbs.
- Assist students getting on and off the bus as required
- Be able to perform all functions of an emergency evacuation plan
- Be drug and alcohol free from the time required to be ready to work until relieved from the responsibility for performing work and/or any time when performing a safety-sensitive function