

## BUS DRIVER

Supervisor: Transportation Manager

### MAJOR FUNCTION

Skilled work in the operation of light and heavy school buses in transporting students to and from Lake Wales Charter schools & field trips.

### ILLUSTRATIVE DUTIES

Transports students to and from school, following a preplanned route according to a definite time schedule. Regulates heating equipment and ventilation of bus for comfort of passengers. Drives bus carefully and in compliance with traffic regulations. Assumes responsibility for the safety of school children in loading, unloading, and transporting them to and from school. Instructs children in safety precautions and practices. Signals children when to cross street or highway and assures that children are safely across upon departure from bus. Maintains discipline; reports unruly behavior to principal of school or to supervisor.

Inspects and sweeps bus. Checks water, fuel, oil and mechanical condition before leaving on run. Reports delays and accidents. Keeps operational records and makes simple reports. Reports defects or problems with vehicle to superior. Assures bus meets regular maintenance schedules.

Performs related work as required.

### MINIMUM QUALIFICATIONS

Knowledge, Abilities and Skills: Knowledge of traffic and highway safety rules and regulations and of the precautions necessary to avoid accidents. Ability to operate a bus in a safe and economical manner. Ability to understand and carry out instructions and to perform work requiring good physical condition. Ability to relate to students, parents and school system personnel. Ability to complete various forms and records, including updated route sheets, time sheets, field trip forms, incident and accident reports, Etceteras.

Training and Experience: Completion of high school or GED. Completion of first aid and defensive driving courses. Training on highway safety rules and regulations. Successful completion of the Department of Education's "Bus Driver Training Program".

Licenses or Certification: Appropriate State of Florida Driver License. Completion of a performance test in school bus operation. Must pass an annual physical examination.

Physical Requirements: Medium Work: Exerting up to 20-50 pounds of force occasionally and/or up to 10-25 pounds of force as frequently as needed to move objects.

Salary Grade Bus Drivers  
182 Days  
Funding Source: Categorical

Local #0193  
State #78030  
EE05 #052  
State Title: Bus Driver