

**FORT BRAGG UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION – SCHOOL BUS DRIVER TRAINER**

DEFINITION

To train bus drivers for bus drivers certificate qualifications; and to operate a school bus over designated routes to transport school children.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Facilities and Transportation Manager

EXAMPLES OF DUTIES – May include, but are not limited to, the following:

- Provides training to new and current transportation personnel in driving, bus operations, and safety; performs performance evaluations of drivers for certificate renewal; maintains required paperwork.
- Drives a bus daily over designated routes in accordance with time schedules, picking up and discharging school children.
- Transports students and instructors on special field trips to various locations, sometimes choosing the best route, and making departure and arrival times as scheduled.
- Maintains order among students on the bus in accordance with state law and district policies.
- Performs a complete daily safety check of gauges, lights, steering, horns, and brakes on a bus.
- May wash bus periodically; maintains bus in safe, clean and orderly condition.
- Prepares reports of driving hazards and incidents.
- May deliver mail or supplies as necessary.
- Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Principles and practices of training.
- Safe driving practices.
- Provision of the California Motor Vehicles Code and the Education Code applicable to the operation of vehicles transporting school students.
- First aid practices.

Ability to:

- Train and observe others in bus driving.
- Drive a school bus safely and efficiently.
- Maintain order among students on a school bus.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative relationships with those contacted during the course of work.

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Experience, Education and Training

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of school bus driving.

Training:

See examples of duties and minimum qualifications.

Education:

Equivalent to the completion of twelfth grade.

Special Requirements

- Possession of a valid California driver's license, a California certificate to operate a school bus, and Driver Instructor card issued by the California state Department of Motor Vehicles.

Physical Requirements

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects.
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Adopted 4/27/1989
Rev. Board Approved: August 14, 2003