

LAKE ZURICH COMMUNITY UNIT SCHOOL DISTRICT #95
JOB DESCRIPTION

Title: Transportation Bus Para

Reports To: Transportation Director

Work Year: 10 Month – Part Time

Pay Range: \$12.46 - \$17.42

Requirements: High School diploma or equivalent. Exceptional attendance, punctuality and personnel record. Flexibility needed. Knowledge of the district geographic area. Position also requires a degree of confidentiality. Must be able to work effectively with bus drivers, parents, administration, teaching staff, and students. Supportive of District #95 Strategic Plan and Core Values. Supportive of District #95 policies and practices.

Essential Job Functions:

1. Duties include but are not limited to the assisting the driver with safe transportation of students from designated stops to and from school as outlined in the C.U.S.D. 95 Driver's Handbook.
2. Reporting to work on time, as it is essential to maintain the route schedule.
3. Have the agility to evacuate a school bus in case of an emergency including possibly physically removing disabled students.
4. When applicable, assist with loading/unloading and securing of assistive devices and safety restraints.
5. Trained in first aid, allergic reactions and EPI-PEN administration, seizure protocol and CPR. May require additional training in administering Diastat rectally for seizures.
6. Assist driver with student management.
7. Working knowledge of STAR seating system and Harness usage.
8. Performs other duties assigned by the Director of Transportation.