



BRADLEY-BOURBONNAIS COMMUNITY HIGH SCHOOL

DISTRICT 307

EMPOWERING STUDENTS ON THEIR PATHWAY TO SUCCESS

Title:	Bus Driver
Qualifications:	High School Diploma or G.E.D. Class B Commercial Driver's License with a Passenger (P) endorsement, a School Bus (S) endorsement, and a pass (DOT) physical, drug screen and criminal background check including state and federal fingerprinting Must pass State Skill Test and State Written Test Valid Illinois Driver's License for 3 – years with no moving violations
Term Of Employment:	Nine Months (Full-Time Permanent)
Reports to:	Director of Transportation
Department:	Transportation/Classified Staff

Job Responsibilities:

- Drives school bus safely and professionally
- Performs and properly completes daily pre-trip inspections
- Complies with all traffic ordinances
- Complies with discipline policies set forth in the School Code of Conduct for Transportation
- Attends and participates in bus driving training (some training off site)
- Shows proficiency in handling and maneuvering school bus
- Has general knowledge of first aid
- Maintains daily cleanliness of assigned bus
- Fuels bus to ensure that all assigned runs can be made without interruption
- Reports all disciplinary problems promptly to Transportation Director
- Reports all accidents involving bus to Transportation Director as soon as communication can safely be established
- Displays loyalty to the organization, the School Board and its governance, policies and contracts
- Maintains a professional and positive rapport with parents, coworkers, administration, and School Board
- Keeps to assigned route and schedule
- Provide support for monitoring Special Education student over scheduled routes and/or to and from special excursions
- Monitor student needs and behavior
- Ensure student safety during transport
- Assist with loading and unloading from buses
- Assess incidents, complaints, and redirect behaviors that may be hazardous to student safety
- Other duties may be assigned

Appointment:

By the Board of Education