



School Bus Driver

Terms of Employment: 10-months

Exemption Status: Non-Exempt

Salary: \$25,185 - \$46,513
AFSCME Scale: UA2 Grade 7-8

GENERAL STATEMENT OF WORK: Operates a school bus in transporting children to and from schools. Employees are responsible for following an assigned route and schedule in the safe and efficient operation of a school bus; field trips when needed; maintain current records relative to these activities.

QUALIFICATIONS

- High School diploma
- Five (5) years successful work experience as a school bus driver in the State of Maryland, preferred
- Must annually pass the Maryland School Bus Drivers Physical Examination; meet all Federal, State and local school bus driver requirements
- No current point preferred on your driving record and a satisfactory past driving record. No preventable accidents with appreciable damage of an accident in the past two years
- Possess or have the ability to secure a Commercial Class B Driver’s License with P & S endorsements within the period of time specified

ESSENTIAL JOB FUNCTIONS

- Drive a school bus daily as scheduled by the Transportation Department
- Satisfactory completion of a prescribed pre-service instruction program within a reasonable period of time. Other combinations of applicable education, training and experience, which provide the knowledge, abilities and skills necessary to perform effectively in the position, may be considered
- Complete any additional training in other areas to assist special needs students
- Takes all precautions to avoid accidents. Creates a positive, pleasant and safe environment for all passengers
- Responsible for cleaning inside and outside of assigned bus and for reporting mechanical defects upon detection to the School Bus Driver Manager
- Keeps records of operation of bus and submits required reports; compiles and submits accident report information and reports prolonged traffic delays. Attends safety meetings.
- Maintains order among students aboard school bus and reports cases of misbehavior to school officials
- Completes pre and post trip inspections of bus
- Ability to work overtime to complete required bus routes/trips
- Performs related duties as required

ENVIRONMENTAL FACTORS & PHYSICAL REQUIREMENTS

The environmental factors and/or physical requirements of this position include the following: While performing the duties of this job, the employee is required to have ordinary ambulatory skills sufficient to visit other locations; and the ability to stand, walk, stoop, kneel, crouch, and manipulate (lift, carry, move) light to medium weights of 10-50 pounds. Requires good hand-eye coordination, arm, hand and finger dexterity,

including ability to grasp, and visual acuity to use a keyboard. The employee frequently is required to sit, reach with hands and arms, talk and hear.

Charles County Public Schools reserves the right to re-advertise and modify the content of vacancy announcements at any time; however, this may be the only notice for this position during the noted advertisement period.

The Charles County public school system does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability in its programs, activities or employment practices. For inquiries, please contact Kathy Kiessling, Title IX/ADA/Section 504 Coordinator (students) or Nikial M. Majors, Title IX/ADA/Section 504 coordinator (employees/ adults), at Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, MD 20646; 301-932-6610/301-870-3814. For special accommodations call 301-934-7230 or TDD 1-800-735-2258 two weeks prior to the event.

Rev. 7/2018