

GREENFIELD UNION SCHOOL DISTRICT JOB OPPORTUNITY

Job Title:	Bus Driver /Custodian/Floater	Job Category:	CSEA Classified
Location:	M.O.T	Job Code:	606411
Salary:	\$21.86 - \$28.28 (30-CL25) (Max entry step 3, unless determined to be a promotion for an internal candidate)	Work Cal:	8 hours/12 moths/246 days
Date Posted:	12/23/2024	Closing Date:	UNTIL FILLED

Applicants apply at: WWW.GFUSD.NET

JOB REQUIREMENTS:	• High School Diploma or equivalent • Meet the physical requirements necessary to safely and effectively perform the assigned duties. • Possession of a valid California Class A or Class B Commercial Operator's License with "P" and "S" endorsements, a valid CA Special Driver's Certificate, a current Medical Exam (DL-51) card, and a current First Aid card (if #6 restriction is specified on the Special Driver's Certificate). cants who do not include all the required documents with their application will not be considered for the position.
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GOAL:

The Greenfield Union School District announces the opening of the Bus Driver/Custodian/Floater position under the direct supervision of the Transportation Supervisor and the Director of Maintenance, Operations and Transportation.

QUALIFICATONS:

○ *Knowledge of:*

1. Knowledge of common methods, materials and equipment used in this position.
2. Knowledge of traffic laws and safe driving practices, provisions of the California Motor Vehicle Code and the Education Code applicable to the operation of vehicles in the transportation of school children.
3. Basic preventive maintenance requirements of automotive equipment
4. Routine record keeping.
5. Safety rules and regulations regarding physical activity.
6. Safety rules and regulations for this position.

○ *Ability to:*

1. Learn procedures, schedules, understand and carry out oral and written directions.
2. Work various schedules as assigned between the hours of 5:30 A.M and 7:00 P.M.
3. Perform moderately heavy manual activities.
4. Work independently
5. Establish and maintain cooperative relationships with all employees.
6. Be a productive and active team member.

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7. Understand and carry out verbal and written instructions.
8. Apply general policies and procedures to specific situations.
9. Maintain a pleasant appearance and demeanor.
10. Work successfully with diverse groups of people.
11. Handle all matters in a tactful, courteous, and confidential manner so as to maintain and/or establish good public relations.
12. Establish and maintain effective work relationships with those contacted in the performance of required duties.
13. Establish and maintain effective reports with students, parents, District school site staff and community members.

DUTIES AND RESPONSIBILITIES:

1. Serves as a Substitute bus driver/ custodian over various routes and at various sites as needed in conformity with a variable time schedule.
2. Picking up and discharging pupils at designated stops.
3. Supervises conduct of pupils being transported.
4. Transports children and teachers on field trips.
5. Assists in maintaining the bus equipment in clean and safe condition.
6. Sweeps the interior of buses and maintains windows in clean condition at all times.
7. Keep simple records and make reports.
8. Vacuum carpets, sweep, mop and wax floors.
9. Clean rest rooms.
10. Wash windows and walls, polish metal work.
11. Patch and prepare surfaces for painting.
12. Perform painting as necessary.
13. Assists in moving and arranging furniture and equipment.
14. Makes minor repairs.
15. Replaces light.
16. Cleans and pickup up paper on grounds.
17. Performs emergency cleanup service.
18. Sweeps outside walks.
19. Empties and cleans waste in pick-up containers.
20. Assists in handling supplies and unloading deliveries.
21. Attends training and safety sessions as required.
22. Reports unsafe conditions and adheres to all safety regulations related to AHERA.
23. Performs other duties as required by Supervisor.
24. Performs other duties responsibilities as required by the Superintendent or designee, in order to accomplish the goals and objectives of the district.

PHYSICAL ABILITIES:

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The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. Specific vision abilities required by this job included close vision, depth perception, and ability to adjust focus.

1. **Seldom:** Less than 25% 2. **Occasional:** 25-50% 3. **Often:** 51-75% 4. **Very frequent:** 76% or more

- 3 a. Ability to sit for extended periods of time
- 3 b. Ability to stand for extended periods of time and ascend and descend steps
- 4 c. Ability to see for purposes of reading laws and codes, rules and policies and other printed matter and observing students.
- 4 d. Ability to hear and understand speech at normal levels
- 4 e. Ability to communicate effectively.

- 3 f. Ability to bend and twist, kneel and stop, and crawl
- 2 g. Ability to lift 50 lbs.
- 2 h. Ability to carry 50 lbs.
- 4 i. Ability to reach in all directions.
- 3 j. Ability to work at a desk, conference table or in meetings of various configurations
- 1 k. Ability to work at heights.

EVALUATION:

Performance of this job will be evaluated in accordance with Board of Education policy and provisions of the collective bargaining agreement if applicable. The evaluation will be completed by the Director of Early Education or his/her designee.

RIGHT TO REVISE: This job description is not meant to be all-inclusive, and the school reserves the right to revise the job description as necessary without advance notice.

Pre-Placement physical and drug screening will be required of new employees in this classification.

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QUALIFIED APPLICANTS MAY BE CONSIDERED FOR AN INTERVIEW APPOINTMENT

he Greenfield Union School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, ethnicity, gender, gender expression, gender identity, immigration status, marital status, national origin, parental status, pregnancy status, race, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. For questions or complaints, contact:

Equity Compliance Officer:
Ramon Hendrix--Superintendent
1624 Fairview Rd.
Bakersfield, CA, 93307
661-837-6000
hendrixr@gfusd.net

Title IX Coordinator:
Dr. Debra Thompson--Assistant Superintendent of Student
Services
1624 Fairview Rd.
Bakersfield, CA, 93307
661-837-6000
titleIX@gfusd.net

Section 504 Coordinator:
Jennifer Morales – Coordinator of Health
Services
Support Services
205 McKee Rd.
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