

Position: Bus Driver

Description: To provide safe and efficient transportation for students to and from school, educational or sporting events, and other special activities.

Duties:

- ❖ Operate and maintain the bus in a safe and efficient manner to and from school, field trips, sporting events and any other special event that transports students
- ❖ Pre & post trip inspections, fueling and clean-up
- ❖ Comply with all traffic laws and safety regulations related to operating a school bus
- ❖ Update route information as needed
- ❖ Drive bus along assigned route and schedule. Stopping at only authorized stops
- ❖ Assures authorized students load and unload the bus in a safe manner.
- ❖ Maintains discipline when students are on the bus and reports disciplinary problems and actions to proper administration
- ❖ Maintain a clean and sanitary bus, enforcing rules and regulations
- ❖ Reports delays, injuries or accidents as soon as time allows
- ❖ Communicate effectively and professionally with students, parents, community, and staff
- ❖ Develop and maintain positive and appropriate relationships with students and staff
- ❖ Must demonstrate patience and compassion for students including those with special needs
- ❖ Ability to handle complex and stressful situations and issues with sound judgment, common sense, and in a calm manner
- ❖ Bus drivers involved in an accident must call the transportation director and police immediately and an accident report must be completed
- ❖ Attend professional development days as required

Qualifications:

- ❖ Must either possess or willingness to obtain the following:
- ❖ Must meet all State of Michigan and Lakewood Public Schools requirements for eligibility to drive a school bus
- ❖ Must successfully complete the State of Michigan's Drivers School
- ❖ Must maintain a valid Michigan Commercial driver's license (CDL)
- ❖ Must have a good driving record
- ❖ Must pass an annual/bi-annual certification physical
- ❖ Must submit to and pass a pre-employment and random drug test per DOT regulations
- ❖ Ability to function effectively and collaborate regularly as a member of a team
- ❖ An EXCELLENT work attendance record and work habits are required
- ❖ Ability to use age appropriate tones and language with students including those with special needs
- ❖ Must be able to treat all student information as confidential

Location: Transportation Department

Salary/Benefits: Per Lakewood Education Support Personnel Association (LESPA) Master Agreement

Hours: 4.5 hours/day Monday – Friday

LCC Route 6:00 am – 10:30 am

Application Process:

Internal & external candidates accepted. External applicants should submit an application, resume, letter of interest, letters of recommendation, and credentials electronically.

Notice of Non-Discrimination:

Lakewood Schools is committed to an environment that embraces diversity, equity, and inclusion. Lakewood Schools does not discriminate on the basis of race, color, national origin, sex (sexual orientation, gender identity or expression), disability, age, religion, height, weight, marital/family status, military status, ancestry, genetic information, or any other legally protected category.