



CARY SCHOOL DISTRICT 26  
JOB DESCRIPTION  
**BUS DRIVER**

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**Reports To:** Transportation Coordinator

**Supervises:** N/A

**Position Summary:** As a school bus driver, you are responsible for safe transportation of students to and from school, ensuring timely pick-up and safe drop-off in the process.

**Qualifications:**

- Illinois CDL License with Passenger (P) and School Bus Permit (S) endorsements.
- Have completed school bus driver training required by State of Illinois.
- Training is provided for eligible applicants.

**Responsibilities Include:**

- Operate a vehicle in accordance with all applicable laws, regulations and Cary Transportation Department procedure.
- Arrive at pick-up and drop-off points in a timely manner.
- Maintain a high standard of driving to ensure the safety of all school bus passengers.
- Responsible for passenger management and timely reporting of incidents, accidents and student conduct reports.
- Maintain a high standard of cleanliness inside the bus.
- Conduct daily inspections of the vehicle prior to operation and report any required bus maintenance.
- Drive all vehicles and routes as determined by the Transportation Coordinator.
- Attend transportation meetings and other meetings as appropriate.
- Support and enforce policies as established by the school district.
- Performs other tasks and assumes other responsibilities as appropriate as assigned by the Transportation Coordinator.

**Skills:**

- Must be able to communicate effectively with parents, students and district staff.
- Maintain a calm and friendly demeanor around students and parents.



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**TERMS OF EMPLOYMENT:**

This is a 180 day per year position. Salary and benefits as established by the Board of Education.

**JOB DESCRIPTION CREATION / REVISION DATE:**

5/15/2025