PORT ANGELES SCHOOL DISTRICT

SUBSTITUTE BUS DRIVERS
BASE PAY $28.53
(If you have any questions, please call 360-452-9714)

Position Opening

DESCRIPTION

Operates school buses under all types of weather conditions including, but not limited to fog, rain, hail, snow or ice. Transports students and other authorized persons over regular "to and from school" routes, and on field, extra-curricular and special or extra activity trips as authorized by the school district officials.

QUALIFICATIONS

- Must have at least five years of experience as a licensed driver of a passenger vehicle.
- Must be a high school graduate or have a GED.
- Must have sufficient command of the English language to communicate with students, parents, staff and other concerned people regarding all aspects of job-related activities.
- Must have a valid Washington State driver's license; able to obtain a Class B, CDL, with appropriate endorsements. Training is offered through the school district.
- Must be able to obtain a Washington State school bus driver authorization. Training classes are offered through the school district.
- Must successfully complete a school bus driver training programs and courses established by OSPI and the school district. Training classes are offered by the school district.
- Must have clean driving record.
- Must be physically able to drive and perform all duties related to school bus driving.
- Must be able to obtain a first aid card.
- Must be punctual.
- Must dress appropriately and wear proper foot protection (WAC 296-24-088) for the job.
- Maintain appropriate levels of confidentiality in all matters pertaining to students, parents, and staff.
- Must relate effectively with parents, staff and the public where everyone is treated with dignity and respect.

DUTIES

- Operate a school bus in accordance with the laws of the State of Washington and policies promulgated by OSPI
- Service, inspect, and clean school buses and related equipment to include interior/exterior, sweeping and washing, installation of fuel, oil and coolant, tire inflation, etc., as required by state and district policy
- Maintain control of student passengers as related to safety.
- Perform basic first aid as appropriate, which may include CPR.
- Report unsafe acts or conditions that require the attention of any person other than the driver.
- Operate wheelchair lift and assist students loading and unloading from the school bus (only on lift bus.)
- Must complete legible and accurate forms, records, time sheets, trip requests, route studies, trouble reports, misconduct reports, accident reports and other clerical-type activities as may be required.
- Perform other school bus driver related duties as directed by school district policies
- Responding to stressful situations appropriately.
- Maintaining punctuality and attendance to accepted jobs.

Wages - $28.53 per hour (based on the 2025 wage scale)
Benefits - Medical, Retirement, Basic Life/AD&D, Basic Long-Term Disability, FSA & HSA. Any employee anticipated to work at least 630 hours in the school year is eligible for benefits.

To apply, visit our website at: https://portangelesschools.org/. Only complete applications will be considered. If needing assistance, call HR at (360) 565-3729.
All positions are on site and in person.

PASD Non-Discrimination Statement
Port Angeles School District is an Equal Opportunity Employer
Port Angeles School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or Identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: Title IX Coordinators, Civil Rights Compliance Coordinators: Scott Harker, 905 W 9th St. Port Angeles, WA 96363, (360) 457-8575, sharker@portangelesschools.org, for Section 504/ADA Coordinator, Michaela Clancy, 905 W 9th St. Port Angeles, WA 98363, (360) 457-8575, mclancy@portangelesschools.org

The Port Angeles School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services or transitional bilingual education programs, contact the Deputy Associate Superintendent located at 905 W 9th St, Port Angeles, WA 98363, 360-457-8575.