



CODE: 52701
UNIT: BLUE COLLAR
GRADE: 5
FLSA: Non-Exempt

CLASSIFICATION
BUS DRIVER

SUMMARY

Ensures children are transported to and from school, athletic events, field trips and other TUSD activities.

MINIMUM REQUIREMENTS

Five years previous driving experience required.

Ability to demonstrate mechanical skills as needed.

Must not have accrued eight (8) points against driver's license within the past two (2) years.

Speak, Read and Write in English

ADDITIONAL REQUIREMENTS AFTER HIRE

Valid Arizona Commercial Driver's License, Class B, and current Arizona School Bus Driver Certificate required within ten days of hire.

-CDL training is provided by the district during the first week of employment.

Post-Offer/Pre-employment ADOT Medical Certificate with Lift Test required (At employee's expense)

Proof of immunity to rubeola (measles) and rubella (German measles), or proof of MMR immunization.

Must submit to a post-offer/pre-employment drug/alcohol screen

Arizona IVP Fingerprint Clearance Card (At employee's expense)

ESSENTIAL FUNCTIONS

THE LIST OF ESSENTIAL FUNCTIONS IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED.

Ensures children are transported to and from school, athletic events, field trips and other TUSD activities.

Determines if parent or guardian of children who must be met are at destination point. Ensure students are delivered to proper drop-off points.

Completes the bus safety check off list before driving bus, to ensure Bus is in proper working condition. Report repairs needed and add fluids as needed, such as gas, oil and water.

Cleans and sweeps the inside of bus to include floor, seats and front and rear windows.

Update route card as needed. Transports children to and from school according to route card(s).

Explains and demonstrates evacuation procedures to children in accordance with Transportation Safety Training.

Maintains discipline and order of children and other passengers while on bus. Prepares student conduct reports as needed.

Monitor the activities of Transportation (Bus) Monitors as they relate to their work with Students and the Public.

Operates a two-way radio to maintain contact with dispatcher.

Maintains logs of daily mileage to include regular routes and extra duty activity routes.

Operates wheel chair lift and ensures children are safely secured on bus. Loads and unloads children who are confined to wheelchairs.

Attends mandatory in-service and training meetings.

Communicate with school personnel as needed, such as with Principals, Teachers, Monitors and Teacher Assistants.

MENTAL TASKS

Communicates. Comprehends. Performs functions from written, and oral instructions and from observing others.

PHYSICAL TASKS

Work involves the performance of duties where considerable physical exertion is required as a normal part of the job. Assistance is normally available to perform unusually physically demanding tasks. Work may involve lifting and carrying objects weighing as much as 75 pounds up to 50 yards as a regular part of the job. Climbing, stooping, bending, reaching, walking and sitting for extended periods of time may be required as a normal part of the job. Employees must not have any limitations of motion, and vision and hearing should be rated as acceptable to obtain the required driver's license. Verbal communicative ability may be required of public contact positions.

EQUIPMENT, AIDS, TOOLS, MATERIALS

Uses radio equipment. Operates a standard or automatic transmission motor vehicle.

WORKING CONDITIONS

Exposure to noise. Contact with employees, students and public. Exposure to dust, gas and fumes. Exposure to all weather/climate conditions and temperatures.

CONTROL, SUPERVISION

None.

M: JOB52701
scarda recs'd 6/96
Updated: 12/2000
Revised: 5/02, 6/04, 7/06, 3/07, 02/10, 12/10, 4/11, 8/17