

LOGAN COUNTY SCHOOLS

AN EQUAL OPPORTUNITY EMPLOYER

No person in the United States shall, on the grounds of race, color, religion, national origin, gender, age or disability shall be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Eric Ellis, Title IX Coordinator, 250 Holly Avenue, Logan, WV 25601

****** EXTRA-CURRICULAR BUS RUN – (FOR 2025-2026 ONLY) MUST BE ABLE TO INCORPORATE INTO
REGULAR BUS RUN – There will be no deviation from your regular time schedule**

Job Posting: 2026-106

Posting Dates: September 30 – October 6, 2025

Position: Bus Operator – Special Needs Run

Starting Time: Pick up student at 12:30 pm gym door (UPS Side) at Omar Elementary School and take home, then return aide back to the school (**Currently Monday, Tuesday, Wednesday, and Thursday**)

Location: LOGAN BUS GARAGE

Salary Range: \$15.00 PER DAY AS NEEDED

Reports To: Superintendent; Director of Transportation; Transportation Supervisor

Job Responsibilities:

1. Obey all traffic laws
2. Observe all mandatory safety regulations for school laws
3. Maintain discipline when students are on bus
4. Reports undisciplined student to the proper authority
5. Keeps assigned bus clean
6. Keeps to assigned schedule
7. Checks bus before each operation for mechanical defects
8. Notifies the proper authority in case of mechanical failure or lateness
9. Discharges students only at authorized stops
10. Exercises responsible leadership when on out-of-district school trips
11. Transports only authorized students
12. Reports all accidents and complete required reports
13. Enforces regulations against smoking or non-smoking tobacco and eating on bus
14. Displays courteous and professional attitude as per county policy
15. Follows county policy/procedures when unable to report to work
16. Be willing to alter regular schedule in case of emergency to accommodate students' needs
17. Keep open lines of communication with supervisor or person designated by Superintendent
18. Follow procedure concerning fire drill (at least two per year - no later than October 31 or April 30)
19. Any other job related duties as assigned by supervisor.

Qualifications:

- High School Diploma or GED
- CDL Driver Certification
- State Driver Certification
- Ability to meet all health and age requirements of the State and Local Board of Education.
- Ability to meet training requirements of State and Local Board of Education qualifying as a school bus operator
- Ability to communicate, read, write and follow written and oral instruction

Length of Employment: **AS NEEDED – FOR 2025-2026 ONLY**

Responsibilities: as assigned

Effective Employment Date: To Be Determined

Disclaimer: Incomplete and /or inaccurate bid sheets will not be considered