Job Title: School Bus Driver
Supervisor: Transportation Supervisor
Length: 180 Days with optional extracurricular activity trips

Job Summary: Position is responsible for operating a school bus and transporting school-aged children and other authorized personnel safely and efficiently over specified routes to and from schools and various activities. Position conducts pre-trip and post trip inspections; observes safety regulations and policies; enforces student discipline on the bus; and performs related work.

Essential Duties:
1. Checks with Transportation and Maintenance Supervisor for changes in normal duties and new student passengers.
2. Ensures that the bus can be operated safely before driving and conducts pre-trip safety inspections as required by federal and state laws to include observing visual defects and checking operating systems to include brakes, horn, lights, emergency flashers, extended stop arms, and door-opening devices.
3. Operates the vehicle safely over an assigned route, picking up and delivering only authorized students at assigned stops, and watches to ensure that no one hurrying for the bus is left behind.
4. Keeps assigned time schedules, which may require driving during pre-day light and dusk periods, and makes every effort to be on time while ensuring safety.
5. Obey all traffic laws and transportation practices as outlined in the CDL manual, Bus Driver Handbook, School Board policy, and local ordinances.
6. Observes all mandatory safety regulations for school buses and keeps all emergency exits clear of obstructions.
7. Secures wheelchairs, car seats, and other restraining devices on the bus as needed.
8. Maintains student discipline on the bus and enforces rules governing student conduct.
9. Reports undisciplined students to the proper authority and compiles written reports as requested school principal, district superintendent, and transportation and maintenance supervisor.
10. Conducts semi-annual bus evacuation drills as required by the Department of Education and implements evacuations as required in an emergency to include safely exiting from the rear of the school bus.
11. Reports all accidents immediately to transportation supervisor, requesting police or ambulance service as needed; assists injured persons until services arrive; and completes required accident reports.
12. Notifies the proper authority in cases of mechanical failure, safety deficiencies, when off schedule, or other incidents.
13. Regulates heating, cooling, and ventilating equipment provided on the bus for the comfort of passengers.
14. Checks the bus at the end of the route after departure of children for any lost articles and to ensure that no one has been left on board.
15. Drives students and teachers on field trips, extracurricular activities, and other special events, often in evenings and at night, as assigned.
16. Exercises responsible leadership and appropriate behavior when on out-of-district school trips.
17. Returns the bus to the assigned bus lot, performs a final inspection, and secures the bus according to procedures.
18. Participates in all required training.
19. Maintains a commercial driver’s license as required by the State Department of Transportation, maintains Red Cross first aid/CPR certification and Medical Examiners Certificate.

20. Keeps the assigned bus clean.

Minimum Qualifications:
- High school diploma or GED
- CDL Class B endorsements P, S
- Basic first aid and CPR certification
- Excellent driving record
- Excellent driving skills

To Apply:
Please return classified employee application, resume, and driving abstract to Steve Jensen (jensens@easton.wednet.edu) via email or mail. Easton School District address is PO Box 8 Easton, Washington 98925. Classified employee applications can be found on the Easton School District website, http://www.easton.wednet.edu/

July 15, 2015