

**MOTHER LODE UNION SCHOOL DISTRICT**  
**Position Description**

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<b>TITLE:</b>	Bus Driver	<b>REPORTS TO:</b>	Director of M.O.T.
<b>DEPARTMENT:</b>	Transportation	<b>CLASSIFICATION:</b>	Classified
<b>FLSA:</b>	Non-Exempt	<b>WORK YEAR:</b>	194 days/10 months
<b>BOARD APPROVAL:</b>	3/14/07	<b>SALARY:</b>	Range 12
<b>CSEA APPROVAL:</b>	1/9/07		

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**BASIC FUNCTION:**

Operate a school bus or transportation vehicle over designated routes within an established time schedule to transport students to and from school and on special event trips.

**REPRESENTATIVE DUTIES:**

- Drive a school bus or transportation vehicle over assigned routes in accordance with an established time schedule. *E*
- Transport students to and from school, athletic events and field trips; load and unload students safely at designated stops. *E*
- Maintain the bus in a clean and orderly condition; inspect and report mechanical defects or malfunctions; sweep, clean and refuel buses. *E*
- Maintain appropriate student behavior on bus; contact others concerning transportation problems and concerns. *E*
- Complete routine daily transportation activity record, including number of students transported, mileage, type of trip, and standby time. *E*
- Assist children with special needs as assigned; lift and carry children, wheel chairs and medical equipment.
- Assist in dispatching activities for field trips; assist in general shop maintenance activities as assigned.
- Perform related duties as assigned.

**EDUCATION AND EXPERIENCE:**

Successful completion of bus driver training.

**LICENSES AND OTHER REQUIREMENTS:**

- 1) California Commercial Class A or B Drivers License (Unrestricted ability to operate assigned fleet school buses) with the following endorsements:
  - "P" Passenger Endorsement
  - "S" School Bus Endorsement

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#### **LICENSES AND OTHER REQUIREMENTS:** (continued)

- 2) California Special Driver Certificate (DL-45) for School Bus including Valid First Aid Qualification  
(if CHP First Aid Test waived must comply with Section 12522(c) of the CA Vehicle Code)  
(Unrestricted ability to operate assigned fleet school buses)
- 3) Valid Medical Examiners Certificate (DL-51A) & Medical Examination Report (DL-51)
- 4) Valid Documented TO-1 Training Hours  
(in compliance with Sections 40080.-40090.5 of the CA Education Code)
- 5) Pass appropriate physical.
- 6) Maintain ability to pass random drug and alcohol testing.

#### **KNOWLEDGE AND ABILITIES:**

##### **KNOWLEDGE OF:**

- Safe driving practices and techniques.
- Basic first aid procedures and methods.
- Safety and maintenance requirements of bus equipment.
- Provisions of the California Motor Vehicle Code and Title XIII applicable to the operation of vehicles in the transportation of school children.

##### **ABILITY TO:**

- Drive a school bus along designated route safely and efficiently.
- Maintain appropriate student behavior on a school bus or other transportation equipment.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships.
- Promote good public relations within the school district.
- Transport special needs students.

#### **WORKING CONDITIONS:**

##### **ENVIRONMENT:**

- School bus environment; driving in various road and weather conditions; noise.

##### **PHYSICAL ABILITIES:**

- Lift, carry, push, and pull heavy objects; sitting for extended periods of time when operating a transportation vehicle; walking and stepping up/down or standing for extended periods of time; bending at the waist; hearing and speaking to exchange information.

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**HAZARDS:**

- Traffic hazards when stopping traffic and escorting students across streets.
- Exposure to driving a school bus during adverse weather and traffic conditions; exhaust fumes.
- Exposure to bloodborne pathogens.