



Part Time and/or Substitute School Bus Driver

Overview:

The Summit Country Day School is a nationally recognized leader in character education and offers a compelling combination of small classes, caring faculty, academic rigor, and strong spiritual values. For more than a century, The Summit has maintained a proud legacy of excellence in independent, Catholic education. We offer coeducational learning experience to students from Montessori 18 months through grade 12. The Summit is a place where values are affirmed, young minds are enriched, and dreams take flight. Learn more at www.summitcds.org.

Summit Country Day School is in need of a Part-time Bus Driver with a rate of **\$18.50 per hour**.

Responsibilities:

Summit Country Day School is in need of a part-time school bus driver. Duties for this hourly paid position(s) include:

During the school year, this position will drive an afternoon shuttle to our athletic complex on Red Bank Road and provide transportation to games for our athletic teams on a daily basis. During the spring, the afternoon shuttle will include a trip to Lunken Playfields. In addition, there will be field trips and the driver will also serve as a back-up driver for our regular morning and afternoon routes to the Mason area. It is anticipated that during the school year, there will be a minimum need for 25 hours of driver time per week.

During the summer, this position's primary responsibility will be to drive summer camp students to field trips, shuttle students between the main campus and the athletic complex on Red Bank Road, etc. These responsibilities will be shared with another part-time bus driver. It is anticipated that during the summer, there will be a very minimal need of driver time per week. It is possible that, if mutually agreeable, this position may assist in summer maintenance work on campus when not driving the bus.

Qualifications:

- Available to work part-time Monday through Saturday.
- Experience with working with children in a school setting.
- Pre-Employment Qualifications:
 - Must be at least 21 years of age with a minimum of two years driving experience.
 - Must have or obtain a CDL with bus driver endorsement (see "Training" below).
 - Must have a positive background check from both Ohio and FBI (fingerprinting).

- Must have a negative pre-employment drug test.
- Must pass a complete physical exam paid for by employer (Form T-8)
- Must pass a TB test.
- Must have a satisfactory driver record check with no at fault vehicular accidents and no six point convictions within the last 36 months and no more than eight points during the last 24 months.
- Must complete child protection training session.
- Must not have a DUI conviction during the past 10 years.
- Must not have a drug conviction during the past 10 years.
- Must give employer information on all driving jobs held for the past 10 years.
- Must have the physical capability of safely and appropriately lifting and managing preschool and special needs children when necessary.
- Must possess the ability and skill to maintain order and discipline with all age groups and cope with stressful situations.

Training & Certification to obtain CDL with bus driver endorsement:

- Complete 15 hours of pre-service school bus driver classroom training (3 hour sessions for five days)
- Take written portion of Commercial Driver's License (CDL) test comprised of 4 separate tests:
 - Written General Knowledge
 - Written Air Brakes
 - Written Passenger
 - Written School Bus
- Take 12 hours of onboard bus training with a certified on bus instructor.
- Take the CDL skills test.