

**Middletown Township Board of Education
Middletown, New Jersey 07748**

JOB DESCRIPTION

- Title:** School Bus Driver
- Qualifications:** High School diploma or GED required
- CDL Class B license with P&S endorsements required
- Minimum safe driving experience as determined by the Middletown Township Board of Education
- Free from citations for motor vehicle violations
- Ability to maintain passenger discipline to ensure their safety and well-being and to protect against vandalism
- Required criminal history background check and proof of U.S. citizenship or legal resident alien status
- Such other qualifications as the Board of Education may find appropriate
- Reports To:** Transportation Coordinator
- Job Goals:** Drive a school transportation vehicle within a prescribed route(s) in accordance with time schedules; picking up and discharging students at designated stops. May operate a special ramp bus; load and unload students in wheelchairs on and off the bus, inspecting wheelchair for operational safety; operates ramp; position and secures wheelchair in bus. Transports students and teachers on field trips to various locations; planning necessary route(s) and stops as needed.
- Performance Responsibilities:**
1. Maintains order and proper discipline of student passengers according to district policy.
 2. Conduct daily safety and operational inspection of assigned vehicle.
 3. Reports needed mechanical repairs when necessary.
 4. Performs periodical safety drills as required by law; completing necessary reports upon request.
 5. Maintain cleanliness of vehicle to ensure safe operating condition.
 6. Completes periodic mileage and other reports including passenger counts.

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7. Attends various meetings regarding safety, first aid, and other training updates as required.
8. Attends driver training programs to maintain current knowledge of New Jersey Motor Vehicle Code and Education Code as it applies to the operation of vehicles in the transportation of school children.
9. Performs related duties as required.

Terms of Employment:

\$22.00 - \$25.00 per hour

Evaluation:

Performance of this job will be evaluated annually in accordance with the provisions of the Board's policy

Approved By:

Board of Education

Date:

11/29/22