

School Bus Driver Job Description

GENERAL DUTIES:

Operate school buses under all types of weather conditions including, but not limited to sun, fog, rain, sleet, hail, snow, and ice. Transport students and other authorized persons on “to and from” school routes in regular, special education, vocational, or extracurricular trips as authorized by the local school system.

SPECIFIC DUTIES:

Successfully complete school bus driver training program and courses as prescribed by the state and local boards of education.

Operate the school bus in a safe and effective manner.

Conduct thorough pre and post-trip inspections of the school bus and its equipment.

Maintain orderly conduct of student passengers. Report unsafe acts or conditions.

Operate the school bus in accordance with the laws of the State of Georgia and the policies of the state and local boards of education.

Conduct emergency evacuation drills as required by the local school system.

Communicate effectively and professionally with school staff and the public.

Complete legible, accurate and required reports in the prescribed manner on a timely basis.

Provide maximum safety for passengers while on the bus and during loading and unloading.

Clean and service the school bus which includes sweeping, washing, fueling, checking oil, and coolant levels, etc., to the extent prescribed by the local school system. Report needed repairs.

Perform other duties as directed by the local school system.

Maintain routes and schedules as planned by the local school system personnel.

Report any hazards along the existing route to the appropriate school official.

QUALIFICATIONS:

The minimum age to qualify as a school bus driver is eighteen (18) years of age.

Must possess or be able to obtain a valid Commercial Driver's License in either Class A, B, or C depending on the type of vehicle to be driven with the proper P and S endorsement, or a valid Class P (Instructional) license. The Class P necessitates that a driver licensed for that type of vehicle accompany the person with the instructional permit.

Must pass a physical examination by a licensed Doctor of Medicine or Doctor of Osteopathy within 60 days prior to the date of employment in accordance with the approved examination.

Good moral character.

Minimum of two years driving experience.

Successfully completed a pre-employment drug test.