

DELEGATED BEHIND-THE-WHEEL BUS DRIVER TRAINER

DEFINITION

Under the direction of the Vehicle Maintenance/Transportation Manager to assist the Bus Driver Instructor/Dispatcher in the development, coordination and delivery of on-going behind-the-wheel training and on-the-road driving skill proficiency of current and substitute bus drivers.

ESSENTIAL FUNCTIONS

Perform and maintain related records of on-the-road driving skill proficiency tests for District school bus drivers, substitute and new applicants; evaluate bus stops and routes; conduct behind-the-wheel driver observations; conduct behind-the-wheel proficiency check rides; maintain behind-the-wheel training, testing, and evaluation records and prepare reports and documentation required by State and/or federal law; conduct safe riding practices and bus evacuation training to students and staff at District schools as assigned; drive a school bus as needed to cover routes and special events; maintain current knowledge of applicable laws, rules, regulations and established District policies and procedures; assist in reviewing and interpreting accident reports; assist in purchasing and obtaining parts and supplies for vehicle maintenance shop; operate various office equipment including a computer and relevant software in order to input data and generate report; perform related duties as assigned.

SPECIAL REQUIREMENTS

Valid California Class A or B commercial driver's license with passenger endorsement (air brakes);

Valid California Special School Bus Driver's Certificate with zero restrictions;

Valid Medical Exam Certificate as required by district policy or legal statute;

No chargeable accidents in any vehicle within the last three years;

Successful completion of all training in the latest edition of the Instructor's Behind-the-Wheel Training Guide for California's Bus Driver's Training Course.

DESIRABLE QUALIFICATIONS

Knowledge of:

Applicable State and Education Code sections and traffic laws;

Safe driving methods and techniques;

Various mechanical characteristics of buses;

In-field monitoring of fleet operations;

Principles of instruction and training;

Interpersonal skills using tact, patience, and courtesy;

Oral and written communication skills;

Health and safety regulations.

Delegated Behind-the-Wheel Bus Driver Trainer -2

Ability to:

- Provide instruction and evaluate on-the-road driving performance of bus drivers;
- Train others in safe and efficient behind-the-wheel operation of a school bus;
- Understand and follow oral and written instructions;
- Maintain records and prepare reports;
- Observe health and safety regulations;
- Work independently with little direction;
- Observe legal and defensive driving practices;
- Interpret, apply and explain applicable laws, rules and regulations;
- Communicate effectively both orally and in writing;
- Establish and maintain cooperative and effective working relationships with others.

Training and Experience

Any combination equivalent to graduation from high school and one year of school bus driving experience.

Established 6/00

7/17/00

(REF. U-7)