



**Greeley-Evans | Weld County School District 6  
Office of Transportation**

155 E. 27TH STREET  
GREELEY, COLORADO 80631  
970-348-6800  
WWW.GREELEYSCHOOLS.ORG

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**Greeley Evans School District 6  
Job Description for Small Vehicle/Activity Bus Driver**

**Nature and Scope of Job:**

Responsible for operating a school transportation vehicle abiding by all rules and regulations for the safety of all passengers as set forth by the district, state and federal governmental agencies.

**Education, Licenses, Certifications:**

- High school diploma or GED
- Valid Colorado driver's license
- Must be 21+ years of age
- Valid small vehicle permit
- Safe driving record
- Current medical form and documentation as needed
- Certificate of completion of CDE online course

**Essential Job Functions:**

Perform a pre-trip and post-trip inspection of vehicle, assuring all equipment is in a safe and proper order. Maintains and promotes a professional and defensive driving attitude at all times. Maintain proper student behavior as required to transport passengers safely. Responsible for reporting all accidents, damage, vandalism or maintenance as soon as possible. Responsible for interior cleanliness of vehicle.

Daily paperwork and maintenance work orders must be completed and returned to transportation as soon as possible.

Evacuation instruction must be given on each trip.

Staff Signature \_\_\_\_\_

Date \_\_\_\_\_

Date

Addressee Name

Company Name

Address

City, State ZIP

Salutation:

Text goes here, 11-point Arial. For the sake of consistency with all District 6 communication, please do not change the typefaces in this template. The specific font, Arial, was chosen for its clean readability and distinctiveness.

The address field and footer font are Metropolis, a font that is used with the District 6 logo to form a wordmark that can give the district a consistent identity.

Please do not mix and match fonts: That creates inconsistency and a less-than-professional impression for the public when viewing the variety of documents that come from District 6.

Closing,

**Shadra Terrill**

Weld County School District 6

Training Department

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Greeley, CO 80631

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**Engage. Empower. Inspire.**

District 6 engages every student in a personalized, well-rounded and excellent education, preparing students to be college and career ready.