

**RELIEF BUS DRIVER**

**DEFINITION**

Under general supervision, and on an on-call basis, to operate a school bus over designated routes to transport school children; and to do related work as required.

**DISTINGUISHING CHARACTERISTICS**

Positions in this class involve routine bus driving on an on-call basic using any one of several types of buses. Physical and licensing requirements must be met. Relief bus drivers normally are called to work an average of sixty (60) hours per month; however, the weekly and/or monthly hours may vary with the needs of the District. Split shifts, odd hours, and varying schedules are common. Incumbents are paid on an hourly basis.

**ESSENTIAL FUNCTIONS**

Drives a busy daily over designated routes in accordance with time schedules, picking up and discharging school children.

Transports students and teachers on field trips to various locations, choosing the best route and making departure and arrival time as scheduled.

Cleans interior of buses.

Maintains good order among students on the buses, following District policies regarding the disciplining of children and contact with parents and other citizens.

Keeps records of mileage, pupil load, fuel and oil, and prepares reports of driving hazards and incidents.

Performs daily inspection of bus.

Performs other departmental-related duties as assigned.

**QUALIFICATIONS**

**Knowledge of:**

Local geography; safe driving practices; provisions of the California Motor Vehicle Code, and the Education Code applicable to the operation of vehicles in transporting school children; first aid practices.

**Ability to:**

Operate a school bus exercising good judgment and extreme caution; maintain order among students on a school bus; learn a designated bus route, bus stops, and District traffic hazards; follow verbal and written directions; acquire and maintain valid First Aid and CPR certificate within six months of employment; work cooperatively with those in course of work; be readily available on an on-call basis; climb up and down steps to enter or exit the vehicle; reach and bend to check and adjust windows up or down as needed; stoop, reach, bend and/or stretch while walking through vehicle to maintain cleanliness and safety check of vehicle; stoop and bend to check tires, etc. for safety check of outside of vehicle; transport handicapped students; assist children off or on the bus as needed; escort children across the street when necessary; assist children with seat belts; correctly demonstrate sufficient strength, mobility and range of motion to arm lift 50 pounds and floor lift 50 pounds in an employee entrance evaluation.

**Experience:**

That required for licensing, and successful completion of the District Driver Training Course.

**Education:**

Equivalent to completion of the eighth grade.

**License:**

Possession of a valid State of California Class II license and School Bus Driver's Certificate.