

SCHOOL DISTRICT OF BRADFORD COUNTY**JOB DESCRIPTION****VEHICLE SAFETY INSPECTOR****QUALIFICATIONS:**

- (1) High School education or equivalent.
- (2) Three years experience in school transportation or public safety.
- (3) Valid Florida CDL Class A License with air brakes and passenger endorsement.
- (4) ASE Certification in Heavy Truck Repair and /or Automotive Repair.
- (5) Must be able to read and understand technical/professional manuals.
- (6) Must become a Certified School Bus Inspector in accordance with FAC rule GA-3.0171
 - (a) New hire required to be qualified within 6 months
 - (b) Current BCSB employee to be qualified within 3 months

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of safety traffic laws and enforcement techniques. Knowledge of transportation operations. Knowledge of computer systems. Knowledge of school transportation systems and equipment. Knowledge of federal, State and District transportation regulations. General knowledge of basic vehicle mechanics and ability to perform minor repairs such as changing and balancing tires, routine vehicle maintenance, etc.

REPORTS TO:

Chief Mechanic

JOB GOAL

To conduct the safety inspection program for vehicles in such a manner that students and staff are transported safely.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Submit recommendations regarding persistent safety problems, which may develop in connection with school bus operations.
- (2) Inspect all buses and other vehicles regularly in accordance with current standards.
- (3) Maintain a general knowledge of all student bus related accident reports.
- * (4) Assist drivers in identifying potential malfunctions of buses.
- * (5) Participate in in-service training in areas of responsibility.
- * (6) Perform minor repairs and routine maintenance on buses and other vehicles.
- * (7) Maintain work area and tools in clean and safe condition.
- * (8) Operate Board-owned vehicles in accordance with applicable laws and Board policy.
- * (9) Follow-up and investigate all complaints concerning the operation of vehicles.
- (10) Attend safety meetings and advisory meetings as necessary.
- * (11) Stay in contact with the Chief Mechanic and keep him / her abreast of any vital information concerning area of assignment.
- * (12) Complete evaluations on all buses as to operational safety.

VEHICLE SAFETY INSPECTOR (Continued)

(13) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities

Job Description Supplement Code 8