



Richmond County Schools

Dr. Joe Ferrell, Superintendent
118 Vance Street, Hamlet, North Carolina 28345
Phone: 910-582-5860

POSITION:

BUS DRIVER

REPORTS TO:

Principal

JOB DESCRIPTION:

The School Bus Driver is responsible for the safe and timely transportation of students to and from school and school-related activities. This role requires a high level of responsibility, reliability, and a commitment to student safety. Drivers must maintain a clean driving record, follow all traffic laws, and ensure a positive and respectful environment on the bus.

QUALIFICATIONS:

- Must be 18 years old
- Must possess a N.C. Driver's License
- Must have 6 months driving experience
- Must have a N.C. Commercial Driver's License (CDL)
- Must possess the P & S Endorsement (Passengers and School Bus) or meet qualifications to obtain endorsements

ESSENTIAL JOB FUNCTIONS:

- Safely operate a school bus on assigned routes and schedules
- Conduct pre-trip and post-trip inspections of vehicle
- Maintain order and discipline among students on the bus
- Follow all traffic laws and school transportation policies

- Report any incidents, accidents, or mechanical issues promptly
- Ensure students are picked up and dropped off at the designated locations
- Maintain a clean and safe bus environment
- Communicate effectively with students, parents, and school staff
- Attend required training sessions and safety meetings

WORKING ENVIRONMENT:

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Work in this classification is considered light physical work requiring the exertion of up to 20 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects. Generally, the job requires sitting, walking, and standing. This job is performed in a generally clean and healthy environment.

Employment will require extensive background check.