

LIBERTY UNION HIGH SCHOOL DISTRICT
TRANSPORTATION VEHICLE DRIVER

Under general supervision this position drives a District vehicle transporting students as assigned and performs a variety of tasks relative to assigned areas of responsibility. Persons hired in the position of Transportation Vehicle Driver may be in training for the duties of Bus Driver; but they need not be pursuing certification as a Bus Driver in order to qualify for employment in this position.

EXAMPLES OF DUTIES

- Performs safety check on vehicle: identifies, detects and records on the appropriate form.
- Safely drives vehicle on designated route(s) according to established time schedule.
- Maintains cleanliness of vehicle inside and out.
- Assures that all passengers use proper safety equipment and seat belts at all times.
- Conducts vehicle evacuation drills and assures student safety during evacuation.
- Receives training and instruction, understands and is proficient on the rules, safety regulations and procedures of managing and transporting students.
- Maintains mileage and fueling records for assigned vehicle.
- Learns and adheres to the laws and regulations pertaining to student transportation.
- Assists children with special needs as necessary at pickup, in transit and upon arrival.
- Operates mobile radio and/or cellular phone.
- Obeys all traffic laws.
- Maintains appropriate student discipline/activities while they are in the vehicle, loading and unloading from the vehicle. Reports undisciplined students to the proper authority.
- Notifies the proper authorities in case of mechanical failure or unanticipated late arrival of vehicle.
- Discharges students only at authorized stops and/or to authorized persons.
- Transports only authorized students.
- Reports all accidents and completes required reports per rules and regulations.
- Performs related duties as assigned.

QUALIFICATIONS:

Knowledge of:

- Safe driving practices.
- Provisions of the California State Motor Vehicle Code and Education Code applicable to the operation of transporting students.
- Local, State, and Federal traffic laws and regulations pertaining to school bus drivers and transporting students.
- Basic record-keeping techniques.
- Interpersonal skills using tact, patience and courtesy. Managing student behaviors while transporting students.

Ability to:

- Read, write, speak and hear in English in order to read operations and instruction manuals, write reports and communicate.
- Ability to work with physically dependent students, and deal effectively with their needs in a crisis or emergency situation.
- Learn designated bus routes including stops and traffic hazards.
- Maintain accurate and complete records.
- Maintain orderly conduct of students in the vehicle.
- Establish and maintain positive relationships with students and their parents.
- Establish and maintain a cooperative and effective working relationship with other drivers and school

personnel.

- Analyze situations accurately and adopt an effective course of action.
- Observe legal and defensive driving practices.
- Understand and follow oral and written directions.
- Communicate effectively both orally and in writing.

Education & Experience:

- Any combination of training, experience, and/or education equivalent to: graduation from high school and two years of licensed driving experience.

Licenses and Certifications:

- Obtain and maintain a valid California Class C Driver's License.
- First Aid / CPR Certification- Training to be provided by district

Approved by:
LUHSD Governing Board of Trustees
DATE: June 10, 2026

CLASSIFIED SALARY SCHEDULE:
RANGE: 36