

DELEGATED BUS DRIVER TRAINER

Definition

Under the general supervision of the Transportation Supervisor, to develop, supervise, and coordinate the training of new school bus drivers; review and appraise on a regular basis the skill and safety of journeyman drivers; perform other related duties as required.

Examples of Duties

1. Train new drivers behind-the wheel;
2. Determine bus driver retraining needs;
3. Aid bus drivers in obtaining necessary licenses and certifications;
4. Certify bus drivers under State proficiency requirements;
5. Conduct periodic inservice training for all bus drivers;
6. Assist the Supervisors in the evaluation of the performance of all bus drivers
7. Keep required records and prepare periodic reports;
8. Drive a bus on a scheduled route as necessary;
9. Drive a bus as a substitute driver in any location in any vehicle when necessary; and
10. Perform other related duties as assigned.

Required Qualifications

Knowledge of:

1. Operation of a school bus and the laws governing its use;
2. Principles and practices of safe driving; and
3. Principles of training and supervision.

Ability to:

1. Train others in the safe and efficient operation of a school bus;
2. Keep records and prepare reports
3. Follow oral and written instructions; and
4. Establish and maintain effective working relationships with others.

Experience:

Minimum one year experience in the operation of a Type I school bus.

Education:

High school diploma or equivalent.

License:

1. Must possess a clear DMV record three years preceding application date.
2. Class A or B-P California Driver's License;
3. California special certificate with 0 restrictions;
4. Valid DL-51 Medical Examination.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee frequently is required to walk. The employee is occasionally required to stand and reach with hands and arms. Specific vision abilities required by this job include close vision, distance vision, and color vision. Much driving is necessary. Occasionally, yet essential to this position, the individual must meet deadlines with severe time constraints, interacting with the public and other workers. Occasionally the position requires the employee to work irregular or extended hours, direct responsibility for the safety, well-being or work output of other people and meet multiple demands from several people.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

The information contained in this job description is for compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.