

BEDFORD COUNTY BOARD OF EDUCATION

TITLE

Bus Driver

QUALIFICATIONS

1. Possess a valid Tennessee Class B commercial driver's license with P and S endorsements.
2. Tennessee State Law (T.C.A. 49-6-21, 55-50-302 and Title 55, Chapter 9, Part 6) – must be at least 25 years of age to receive an initial school bus driver license endorsement.
3. Annual physical and mental examination shall be required.
4. Not less than a high school education or general equivalency (GED) diploma.
5. At least five (5) years' driving experience with no restrictions.
6. Meet health and physical requirements.
7. Meet requirements in accordance with state law and State Board Rules and Regulations.
8. Successful completion of a 90-day probationary period.
9. Complete a pre-employment driving requirement by driving four (4) runs with a regular licensed driver on board, as specified by supervisor.

JOB GOAL

To safely transport students over specified routes.

ACCOUNTABLE TO

Supervisor of Student Placement and Safety

ESSENTIAL FUNCTIONS

1. Is familiar with and abides by all local, state, or federal traffic laws, rules, and regulations.
2. Transports students over specified routes according to time schedule.
3. Maintains discipline when students are on bus and reports any student misconduct to the appropriate principal.
4. Performs daily mechanical checks on oil, gas, tires, lights, and doors.
5. Reports to the bus garage for needed repairs.
6. Cleans his/her bus each day as needed to keep it in a clean and neat condition.
7. Reports all accidents promptly and completes required reports.
8. Transports only authorized students.
9. Assumes responsibility for knowing and following the safety rules and proper procedures associated with the responsibilities of the job.
10. Has the bus checked at the end of each run by someone else to ensure that all handicapped students have left the bus.
11. Shall not use profanity or tobacco in any form when students are being transported.
12. Performs other duties as may be assigned by the supervisor.

PHYSICAL DEMANDS

This job may require lifting of objects that exceed 50 pounds, with frequent lifting and/or carrying of objects weighing up to 25 pounds. Other physical demands that may be required are as follows:

1. Pushing and/or pulling
2. Stooping and/or kneeling
3. Reaching
4. Talking
5. Hearing
6. Seeing

VOCATIONAL PREPARATION

The specific vocational preparation may come from any of the following:

1. Vocational Education
2. Apprentice Training
3. On-the-job Training
4. Essential Experience

TEMPERAMENT (Personal Traits)

1. Adaptability to performing a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure.
2. Adaptability to accepting responsibility for the direction, control, or planning of an activity.
3. Adaptability to dealing with students.
4. Adaptability to make generalizations, evaluations, or decisions based on sensory or judgmental criteria.

CAPACITY AND ABILITY REQUIREMENTS

Specific capacities and abilities may be required of an individual in order to learn or perform adequately a task or job duty.

1. Intelligence: The ability to understand instructions and underlying principles. Ability to reason and make judgments.
2. Verbal: Ability to understand meanings of words and ideas associated with them, and to use them effectively.
3. Manual Dexterity: Ability to move the hands easily and skillfully.
4. Color Discrimination: Ability to perceive or recognize similarities or differences in colors or in shades or other values of the same color.

WORK CONDITIONS

High degree of discomfort due to exposure to temperature, fumes, dust, noise, traffic congestion, and hazardous weather conditions.

GENERAL REQUIREMENTS

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of responsibilities and skills required of personnel so assigned.

SALARY

Per current schedule

CONTRACT LENGTH

School year as defined by the Board of Education, not to exceed 180 days.

SICK LEAVE

As per current Board Policy 5.302. Sick leave is cumulative 1 day for each month employed and unused sick leave days will accrue.

EVALUATION

Performance will be evaluated yearly by the Supervisor of Student Placement and Safety.