

NEW CANEY INDEPENDENT SCHOOL DISTRICT

TITLE: Special Education Bus Driver
Bus Driver
Substitute Bus Driver

QUALIFICATIONS:

1. Appropriate valid commercial drivers license (CDL)
2. Ability to read road signs and successfully navigate throughout the district, as required
3. Ability to egress from bus and supervise student evacuation from bus in a timely manner during emergency situations
4. Ability to maintain emotional control under stress
5. Such additions and alternative to the above qualifications as the Board of Trustees may find appropriate and acceptable

**SPECIAL WORKING
CONDITINS:** Employee will occasionally drive in heavy traffic with distractions

REPORTS TO: Transportation supervisor or lead bus driver

**PRIMARY
PURPOSE:** To provide safe and efficient transportation so that students may enjoy the fullest possible advantage from the district's curriculum and extracurricular program

**TERMS OF
EMPLOYMENT:** Auxiliary, Employee-At-Will. Ten month year. Salary and work year Established by the Board of Trustees.

**WAGE/HOUR
STATUS:** Nonexempt

MAJOR DUTIES AND RESPONSIBILITIES:

1. Ensure that assigned bus is clean and graffiti-free
2. Support the district's alternative fuel program
3. Perform appropriate safety and maintenance checks prior to departing parking area.
4. Transport only authorized students and personnel
5. Enforce regulations against smoking and eating on bus
6. Exercise responsible leadership when on out-of -district school trips
7. Maintain discipline when passengers are on the bus. Refer undisciplined students to the proper authority
8. Ensure successful operation of video camera, if installed on bus
9. Observe all mandatory safety regulations for school buses
10. Obey all traffic laws
11. Maintain assigned schedule. Notify proper authority in case of accidents, mechanical failure, health problem, etc., which might present safety concern or alter schedule
12. Report all accidents and complete required reports
13. Successfully interact with district employees, parents, students, and district patrons. Establish and maintain public relations efforts designed to enhance the image of the position
14. Responsible for the maintenance and accuracy of information regarding inventory of fixed assets (bus identification information, radio and video equipment) located in assigned bus
15. Promote and follow safety practices and standards
16. Perform other duties as assigned by the supervisor

The above statements are intended to describe major job functions of this position and are not intended to represent an exhaustive list of all responsibilities, duties, and skills required. The superintendent may assign additional duties when deemed appropriate.

EVALUATION: Performance will be evaluated annually in accordance with provisions of the Board's policy on evaluation of auxiliary personnel