

CLARK COUNTY SCHOOL DISTRICT

CLASS TITLE: BUS DRIVER

Class Code: 6100

Grade: 47

CLASS DEFINITION AND SUMMARY:

Under general supervision, drives school bus to transport students to and from school and on special trips.

ESSENTIAL TASKS OF THE POSITION: (Illustrative, not inclusive)

Drives school bus to transport pupils to and from school and on special trips.

Maintains student order on bus and issues citations as necessary.

Submits daily transportation reports and other necessary reports as required.

Checks mechanical condition, gas, oil, other fluids and tires and inspects safety equipment of assigned bus before leaving on route.

Conducts emergency evacuation drills for students on buses.

Checks bus passes periodically for eligibility and for after school activities.

Conforms to safety standards prescribed.

Performs other tasks related to the position as assigned.

DISTINGUISHING CHARACTERISTICS:

Involves transporting students on regularly scheduled routes and on special trips.

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to pass required medical examinations.

Ability to pass knowledge and skills tests and passenger transport test for a Nevada Class B Commercial Driver's License with passenger endorsement.

Ability to operate a variety of school buses.

Ability to read, comprehend, and apply laws, rules and regulations pertaining to driving school buses.

Ability to read and interpret maps.

Ability to effectively communicate safety rules/procedures and what consists of acceptable/unacceptable behavior to students.

Ability to complete records as required.

Ability to operate a two-way radio.

Ability to work cooperatively with employees, students, and the public.

Ability to recognize and report hazards and apply safe work methods.

QUALIFICATIONS:

TRAINING AND EXPERIENCE:

High school graduation or other equivalent (i.e., GED, college, technical or trade school transcript, foreign equivalency, etc.).

Safe driving history.

Must be at least 21 years of age.

LICENSES AND CERTIFICATES:

Copy of driving history issued by the Department of Motor Vehicles.

Class B Commercial Driver's License with passenger endorsement. Must be maintained for the duration of the assignment.

DOCUMENT (S) REQUIRED AT TIME OF APPLICATION:

1. High school graduation or other equivalent (i.e., GED, college, technical or trade school transcript, foreign equivalency, etc.).
2. Current copy of driving history issued by the Department of Motor Vehicles.
3. Proof of successful completion of the written test for the Commercial Driver's License (Class B) with a passenger endorsement.
4. Proof of physical examination.

EXAMPLES OF ASSIGNED WORK AREAS:

Extensive travel driving various school buses in traffic to and from schools and the Transportation Department.

Strength: Medium/Heavy - Exert force to 50-100 lbs. occasionally, 25-50 lbs. frequently, up to 10 lbs. constantly. Requires sitting for long periods of time.

Physical Demands: Occasional climbing, balancing, stooping, kneeling, crouching and crawling. Frequent reaching, handling, fingering, talking and hearing. Vision: Frequent near and far acuity, depth perception, focal length change, color vision and peripheral vision.

Environmental Conditions: Climate controlled office setting and exposure to outdoor weather temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to very loud and occasional to frequent time periods.

EXAMPLES OF EQUIPMENT/SUPPLIES USED TO PERFORM TASKS:

Clark County School District issued buses, hand held and/or two-way radios, etc.

Individuals with a disability who require reasonable accommodation(s) during any step of the screening process or who have questions about qualifications should notify a representative in Support Staff Personnel. Notification may be made in person, in writing, or by calling: (702) 799-5334 (V) or (702) 799-0217 (TDD).

07/01/88

Revised: (10/13/93; 01/08/98; 07/15/05)