

**Job Title:** Route Bus Driver

**Location:** District-wide

**Reports To:** Transportation Director

**FLSA Status:** Non-exempt

**Work Hours:** Part-time, 150 Student days per year

**Salary:** Based on current [Transportation Salary Schedule](#)

### **Position Overview:**

The **Route Bus Driver** is responsible for safely transporting students to and from school and designated events. This position involves adhering to all safety regulations, maintaining a safe environment on the bus, and providing excellent customer service to students, parents, and staff. Drivers must follow scheduled routes and ensure that students are picked up and dropped off at the correct times and locations.

### **Key Responsibilities:**

- Drive a school bus along designated routes to and from school and events.
- Ensure the safety of students while loading and unloading, assisting students as needed.
- Follow traffic laws and school district policies to maintain safety at all times.
- Maintain proper discipline on the bus and address any behavioral issues in a positive and professional manner.
- Perform routine inspections of the bus to ensure it is in safe operating condition, including checking the mechanical system, tires, and cleaning the interior and exterior.
- Report any maintenance issues or safety concerns to the Transportation Director immediately.
- Keep accurate records of daily routes, student counts, and any incidents or accidents.
- Communicate with school staff, parents, and guardians about student behavior or bus issues.
- Assist students with disabilities or other special needs as required.
- Adhere to a schedule and make adjustments for any delays or changes in route due to traffic or weather conditions.
- Ensure proper use of safety equipment, including seat belts, bus doors, and emergency exits.
- Attend training sessions and safety meetings as required.

### **Qualifications:**

- High school diploma or equivalent.
- Valid commercial driver's license (CDL) with required endorsement.
- Minimum of 1 year of experience driving a school bus or related transportation experience preferred.
- Knowledge of traffic laws, school bus safety regulations, and district policies.
- Ability to handle student behavior in a positive, effective manner.
- Strong communication skills and the ability to interact professionally with students, parents, and staff.
- Ability to work independently and manage time effectively.
- Ability to pass background checks, drug tests, and physical exams as required.
- Must be able to lift up to 50 pounds (e.g., assist students with disabilities as necessary).

**Working Conditions:**

- Work is primarily performed while driving a bus in all weather conditions.
- May require working early mornings, late afternoons, evenings, or weekends for special events or field trips.
- Must pass background checks as required.

**Physical Requirements:**

- Ability to sit for extended periods while driving the bus.
- Ability to lift up to 50 pounds to assist students with special needs.
- Ability to assist students with boarding and disembarking from the bus safely.
- Ability to perform emergency evacuations and manage the safety of students.