

POSITION: Small Vehicle Driver

REPORTS TO: Director of Transportation

QUALIFICATIONS:

1. Current, valid Driver's License
2. Must be a minimum of 21 years of age
3. Must have a satisfactory driving record and submit a completed form for MVR records.
4. Must be versatile to the varying demands of the local district
5. Must be able to read and comprehend the "Rules and Regulations Governing the Operations of School Transportation Vehicles."
6. Must deal with students, employees, and community citizens in a friendly and tactful manner.

Duties:

1. Various check procedures will be developed and followed to ensure that the District complies with state regulations governing school transportation.
2. Obey all traffic laws.
3. Observe all mandatory safety regulations for small vehicles.
4. Help maintain discipline of all students on the bus
5. Clean the vehicle after each activity trip
6. Conduct pre-trip and post-trip inspections as prescribed
7. Report mechanical failures, etc., as prescribed
8. Keep a mileage record as prescribed
9. Complete any other forms as prescribed

X

Small Vehicle Driver

Date