

CHANDLER UNIFIED SCHOOL DISTRICT NO. 80

JOB DESCRIPTION

CLASSIFICATION: TRANSPORTATION SUPPORT
TITLE: BUS DRIVER
CALENDAR: [BUS DRIVER FULLTIME](#)
[BUS DRIVER PART TIME](#)
SALARY: [GRADE 11](#)

Employee must be able to successfully complete a physical agility test that will be conducted by district transportation personnel. Employee must be able to pick up 30 pounds from the ground to the back of the bus and drag up to 125 pounds 30 feet in 30 seconds.

Job Goal Independently performing and working cooperatively with clerical and administrative staff to provide safe, efficient transportation services for the Chandler Unified School District.

Minimum Qualifications:

- High school diploma or equivalent
- Possession of or ability to receive during initial training process, Arizona commercial driver's license and State bus driver's current Department of Public Safety certification
- Satisfactory criminal background check
- Good communication and good human relations skills
- Successful driving record for the past five years
- Bus or heavy automotive equipment driving experience preferred
- Ability to successfully complete the current State's physical performance test for school bus drivers
- Ability to work with various groups, teachers, administrators and students
- Ability to work flexible hours
- Ability to pass Arizona Department of Transportation physical and Federal drug and alcohol tests
- Knowledge of and adheres to all policies, regulations and procedures
- Vision and hearing adequate to exercise job responsibilities in a safe manner

Core Job Functions:

- Obey all traffic laws and enforcing all bus regulations and procedures.
- Administer emergency first aid if and when it is needed.
- Maintain discipline utilizing the safe student management system
- Keep bus and/or other vehicles as assigned clean and properly fueled.
- Run assigned schedule efficiently according to the route sheet..
- Perform a pre and post trip inspection of all assigned vehicles.
- Maintain the highest degree of driving safety in varied weather and road conditions.
- Understand and practicing the most current defensive driving techniques.
- Accurately completing all paperwork required for trips, routes, bus maintenance, and special education.
- Work with bus attendant in a cooperative manner.
- Report all incidents/accidents immediately to proper authorities according to Department policy and procedure.
- Keep up to date on all personal certification requirements required for position.
- Be flexible and perform other duties relating to general job function.
- Perform all duties in a safe and prudent manner as directed.
- Follow district policies and procedures.
- Attend and participate in District and Department service programs

- Take initiative to broaden and/or stay current in job knowledge.

Core Values/Professional Qualities:

- Respond to all internal and external customers, as it relates to position, in a prompt, efficient, friendly and patient manner
- Function effectively as a team member
- Be responsible, reliable and punctual
- Be flexible and adaptable to change
- Positively accept direction
- Establish and maintaining courteous, cooperative working relationships with students, staff and parents
- Direct constructive criticism toward improving the district
- Exercise positive problem solving behavior and conflict resolution skills
- Adhere to the dress code appropriate to the site and job
- Share sensitive student and staff information on a need to know basis
- Be a positive role model for students
- Work with a large cross section of people in a professional and non-judgmental manner

Physical Requirements – Bus Drivers and Bus Attendants

Positions in this classification typically require: stooping, kneeling, crouching, standing, walking, sitting, finger or manual dexterity, repetitive finger motion, speaking, hearing, seeing (with correction), focusing ability, or other factors applicable for the job. Employees may be subject to travel, odors, dusts, poor ventilation, workspace restrictions, bloodborne pathogens, and loud noises. Employees may be required to lift or exert up to 50 pounds of force to move objects occasionally, up to 30 pounds of force to move objects frequently, and up to 30 pounds of force to move objects constantly. Employees must be able to pass the physical performance test in accordance with the Arizona Department of Public Safety and Arizona Administrative Code R13-13-102. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.