

## **SCHOOL BUS DRIVER**

### **OVERVIEW**

Bishop Lynch High School is a Catholic college preparatory school whose proven excellence in academics, arts, and athletics provides students with the opportunity to receive a first-rate, well-rounded education combined with an exciting and inspiring campus life.

### **SUMMARY**

School Bus Driver is responsible for operating a school bus to transport students proficiently over specified routes to and from schools and various activities. Reporting to the Director of Transportation, the School Bus Driver conducts pre-trip inspections; observes safety regulations and policies; enforces student discipline on the bus; and performs related work.

### **JOB DESCRIPTION/EXPECTATIONS**

- Conduct pre-trip and post-trip vehicle inspections to ensure safe operation
- Transport students to and from school each day on established routes in a safe and timely manner
- Drive additional extracurricular routes includes sporting events, practices, field trips, service, etc.
- Clean bus as necessary to maintain professional appearance and sanitation of vehicle
- Additional charter work on an as needed basis
- Report all accidents, vehicle damage, students injuries and mechanical problems in a timely manner
- Exerts a positive influence and work in harmony with associates
- Respond to suggestions for improvement in a positive manner
- Display professionalism in working with students, parents, staff and community
- Maintain professional appearance
- Perform any other related duties as assigned by the Director of Transportation

### **Requirements**

- Education requirements include a high school diploma or G.E.D.
- Must be at least 21 years of age and possess a valid Class B commercial driver's license (CDL) with "P" & "S" endorsements and school bus safety course
- Must have an excellent driving record
- Must pass a criminal history check along with a DOT physical examination and drug screen
- Ability to operate a school bus
- Ability to read and understand documents including policies and procedure manuals
- Must be physically able to perform and demonstrate emergency evacuation procedures (including pushing/pulling up to 50 pounds) and the ability to use emergency exits at any location on the bus
- Must possess the ability to maintain student discipline and ensure that student behavior is not a distraction to safe driving
- Must possess basic first aid and CPR certification or acquire such within a timely manner
- Must possess good communication skills and the ability to relate well with students and adults

*All interested applicants should email their resume to [resume@bishoplynch.org](mailto:resume@bishoplynch.org).*

*Resumes will expire within 90 days. Submission of a resume is not considered to be an application for employment.*