

SCHOOL BUS DRIVER INSTRUCTOR

DEFINITION

Provide new school bus drivers the training and instruction necessary to operate a school bus safely; provide in-service training to incumbent school bus drivers evaluate driving performance of District school bus drivers; and perform related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receive direction from the Director of Transportation. May exercise technical or functional supervision over school bus driver employees.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

- Conduct behind-the-wheel training of all new school bus drivers
- Evaluate behind-the-wheel performance of all school bus drivers and recommend training as necessary
- Conduct in-service training for school bus drivers
- Maintain state required driver proficiency and driver training records
- Qualify drivers for out-of-town field trips
- Investigate school bus accidents; may make recommendations concerning prevention and/or driver competency
- May be assigned as a substitute driver if needed
- Assist in the planning and updating of routes as necessary
- Maintain bus safety equipment supplies
- Perform bus safety check out
- Perform related duties as assigned

QUALIFICATIONS

Knowledge of:

- Rules and regulations governing school bus operation
- Principles and practices of driver evaluation and training

Ability to:

- Clearly communicate training material orally and in writing
- Accurately evaluate classroom and behind-the-wheel bus operator performance
- Maintain accurate records
- Establish and maintain effective and cooperative working relationships
- Operate a school bus safely
- Physical capability sufficient to perform job tasks

Experience and Education:

Any combination of education, training and experience equivalent to: graduation from high school and a school bus driver instructor course in Sacramento.

License and Certificate:

- Possession of a valid California Class II license and California School Bus Driver's Certificate
- Possession of a valid California School Bus Driver Trainer Certificate

Physical Requirements:

Employees in this position must possess/have the ability to:

- Sit for prolonged periods of time
- Stand and walk for short periods of time
- Occasional bending/stooping; squatting/crouching

- Occasional reaching overhead, above/below shoulders and horizontally
- Occasional pushing/pulling, lifting and maneuvering objects such as wheelchairs with students with a broad range of body weights
- Frequently bend/twist neck to adequately monitor students and traffic conditions
- Lift and/or support/drag up to 150 pounds for short periods of time
- Climb 3 feet of steps into/out of the bus
- Requires continuous use of hands, arms, feet, and legs to push/pull or activate essential controls (pedals, levers and knobs) in recurring operational motions
- Requires a range of simple grasping to firm grasping in order to seize, hold, grasp, turn or otherwise work with hands to turn the steering wheel, shift gears and/or manipulate mechanical levers and controls; as well as to position students in their car seats and/or infant seats; to fasten car/infant seat harnesses and/or belts; to secure students to their wheelchairs or car seats; and to secure the wheelchairs or car seats to the bus
- Hear with or without assistive devices sufficient to hear students, receive communications on radio and hear outside noises sirens, horns, brakes, etc. that are necessary to operate bus safely
- Speak with or without assistive devices sufficiently, professionally and politely to give instructions/commands to students, speak professionally and politely to parents and other staff
- Visual acuity with or without assistive devices sufficient to pass driving test, read signs, road hazards and to be able to operate bus safely in reduced visibility conditions

Hazards:

- Exposure to blood-borne pathogens and bodily fluids; exposure to students/parents being physically aggressive and non-compliant

NOTE: SAFETY-SENSITIVE JOB CLASS. EMPLOYEES IN THIS JOB CLASS WILL BE SUBJECT TO RANDOM SELECTION FOR ALCOHOL AND/OR CONTROLLED SUBSTANCE TESTING.

Salary Placement:

CSEA 885

Range 40

12-month work year

Board Approval: 07/10/12

01/28/86