

Bus Driver

Field School is seeking a part-time Bus Driver. The Bus Driver operates school buses for the purpose of transporting students to and from campus and other designated locations for field trips and athletic events. Candidate must possess a clear driving record, knowledge of highway regulations, strong organizational and planning skills, effective verbal and listening communications skills, ability to manage people and processes, and must provide respectful and friendly customer service.

Essential Duties:

- Safely operates a school bus.
- Maintains order and discipline on the bus.
- Attends necessary safety and training courses pertaining to the position.
- Alerts the Head of School of any non-routine maintenance required.
- Ensures all accidents are immediately reported to the Head of School.
- Performs related duties as assigned.

Knowledge, Skills and Abilities:

Thorough knowledge of traffic rules and regulations; ability to provide excellent customer service; Ability to operate buses and related equipment safely and efficiently; Ability to keep records and prepare reports; Ability to establish effective relationship with riders, co-workers and the general public; Ability to be polite, coherent and professional at all times toward fellow employees and children; Ability to follow written and oral instructions; Ability to remain calm in emergency situations and ensure the safety of all passengers and employees.

Education:

High School diploma or equivalent.

Experience:

1-3 years in transportation operations experience, and safe driving record.

Special Requirements:

- Candidates must have a CDL license with a passenger endorsement, be at least 21 years of age, and have a clean driving record. Drivers with other endorsements such as air brakes and school bus will be prioritized.
- Ability to pass required fingerprinting and background checks.

Physical Conditions:

Work is typically performed inside and around the exterior of a bus and employees must also be able to satisfy the following physical requirements: Long periods of sitting; Frequent overhead reaching, bending and stooping over. Occasional lifting of at least fifty (50) pounds is required. Frequent contact with children is required. Occasional meetings with administrators and/or parents are necessary. Person shall have no impairment of the use of a foot, leg, hand, finger, or an arm, and no other structural defects or limitation likely to interfere with the ability to control and safely drive a bus. Must have the physical ability to descend from or climb up to at least 3.5 feet, at the emergency door, to assist in the evacuation of the passengers.