



**CLASSIFIED EMPLOYMENT OPPORTUNITY**

GF 22/23

**POSITION**

**General Bus Driver**  
**(Open & Promotional)**



**LOCATION**

**Transportation Department**

**FINAL FILING DATE**

**Wednesday, September 28, 2022**

**SALARY**

**\$3,788- \$4,623 per month**

*New hires to the Alhambra Unified School District will be placed on Step 1 on the current salary schedule.*

**SCHEDULE**

**8 hours per day / 11 months**

**\*The District reserves the right to close this position at any time. Applications via EdJoin Only.**

**DEFINITION**

Under supervision, to operate a school bus over designated routes in transporting school children; and to do related work as required.

**Certificates Required**

**AUSD requires all employees to have the COVID-19 vaccine.**

**MINIMUM QUALIFICATION**

**Knowledge of**

- Provisions of the California Motor Vehicle Code and the Education Code applicable to the operation of vehicles in the transportation of school children.
- Safe driving practices and emergency bus evacuation procedure; basic first aid.

**Ability to**

- Drive a school bus safely and efficiently.
- Maintain order among children on a school bus.
- Use good judgment in the application of laws, policies and rules in situations which arise while operating a school bus.
- Maintain simple records.
- Perform routine servicing and safety inspection of bus.
- Understand and carry out oral and written directions.
- Develop and maintain cooperative relationships with children and others contacted during the course of work.

**License and Certificates**

- Possession of a valid and appropriate First Aid certificate.
- Possession of a valid class A or B license with passenger and school bus endorsements, including current medical certificate approved by the Department of Motor Vehicles.
- Possession of School Bus Special Driver Certificate issued by the California Department of Motor Vehicles with either a 0, 1, or 6 restrictions. Must have a driving record that is acceptable to the district and must maintain this record while employed.

**Experience**

**Candidates are required to bring a current H-6 DMV report attached to the employment application. Applications will not be considered without a DMV report.**  
Six months of experience as a school bus driver.

**Special Requirements**

This classification has been designed as safety-sensitive in accordance with Public Law 102-143. A pre-employment drug and alcohol test as well as continued drug-free during employment is required.

**Health Benefits Information**

Health and other benefits packages with a value up to approximately \$21,275: In AUSD, there isn't any additional cost for adding eligible dependents on our standard health benefits package

**PHYSICAL DEMAND**

- Ability to: See for purpose of driving and reading work schedules, street signs, and other printed material.
- Sit most of the time with considerable use of arms and legs in operation of controls.
- Push and/or pull 35 pounds maximum with frequent lifting/carrying of equipment and supplies weighing up to 50 pounds.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**WORKING ENVIRONMENT**

Outdoor environment subject to traffic. Environmental factors such as weather temperature extremes, fumes, detergents, and noise are part of working conditions.

**Accommodation**

Individuals with legally-defined disabilities may request reasonable accommodations in the examination process. In order to make the request, please contact the Human Resources Division, Classified Department, at the time of filing an application. Candidates may be required to supply documentation supporting the need for accommodations when the request is made.

**SELECTION PROCEDURES**

**Open & Promotional**

Following the final filing date, a review and evaluation of new applicant's training and experience will be conducted. Based on that evaluation, applicants whose training and experience best meet the current needs of the District will be invited to participate in the next step of the examination process

**Examinations**

The selection process is open to all qualified candidates. The examination may consist of a written examination, practical examination and an interview to evaluate abilities, experience and personal qualifications.

**APPLICATION PROCEDURES**

Applications are critical part of the examination process. Completeness and neatness of the application will be included in the rating of the candidate's qualifications of the position.

**All applications must be received no later than 4:30 p.m. on the final filing date. Postdated applications are not acceptable.**

Submit application with the required documents attached to:

[www.edjoin.org](http://www.edjoin.org)