

## **VAN DRIVER**

### **DEFINITION**

Under general supervision, to operate a student transportation vehicle over designated routes within an established time schedule; to transport students to and from school and on special event trips; to perform daily inspections of the transportation equipment; and to do other related work as required.

### **EXAMPLES OF DUTIES**

- Drives a transportation vehicle over assigned routes in accordance with an established time schedule.
- Transports children with special needs and physical handicaps to and from home to school.
- Loads, secures the students in the seats, and unloads them safely at designated stops.
- Maintains the transportation vehicle in a clean and orderly condition, and inspects and reports mechanical defects of malfunctions.
- Adheres to policies and procedures in maintaining appropriate student behavior.
- May contact student parents concerning transportation problems and concerns.
- Completes the daily transportation activity record, including number of students transported, mileage, type of trip, and standby time.
- Sweeps, cleans and refuels the transportation vehicle.
- Performs other related duties as required.

### **QUALIFICATIONS**

#### Knowledge of:

Safe driving practices and techniques;

Basic first aid procedures and methods;

Safety and maintenance requirements of pupil transportation equipment;

Provisions of the California Motor Vehicle Code and Title 13 applicable to the operation of vehicles in the transportation of school children.

#### Ability to:

Drive student transportation equipment safely and efficiently;

Maintain appropriate student behavior in a transportation vehicle;

Perform appropriately in situations requiring tact and diplomacy;

Understand and carry out oral and written directions;

Establish and maintain cooperative working relationships.

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### **PHYSICAL DEMANDS**

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- Persons performing service in this position classification will exert 50 to 75 pounds of force frequently to lift, carry, push, pull, or otherwise move objects.
- This type of work may involve ascending and descending stairs, and ramps, and will involve walking or standing for extended periods.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate equipment and, and handle and work with various materials and objects are important aspects of this job.
- Exposure to hot, cold, wet, humid, or windy conditions caused by weather may occasionally be experienced.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

### **EXPERIENCE AND EDUCATION**

Any combination of experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the required knowledge and skills would be:

#### **Experience:**

One year of experience in the transportation of school children, or the completion of a school bus driver training program.

#### **Education:**

Equivalent to the completion of the twelfth grade.

#### **License and Certificate Requirement:**

Possession of a valid Class II, California Motor Vehicle Operator's License;  
Possession of a valid First Aide certificate issued by the American Red Cross, including CPR training.

### **Condition of Employment**

Insurability by the District's liability insurance carrier.