

POSITION: School Sub-Bus Driver (possible permanent)

Employer: Orient School District

Job Title: Bus Driver

Reports To: Transportation Supervisor

Job Summary:

The safe and lawful operation of school buses under all types of weather conditions, including but not limited to: fog, rain, hail, sleet, snow, and ice. Transport students and other authorized persons on regular and special needs programs “to and from school” routes and on field trips, extracurricular trips, and other extra activity trips as authorized by the Orient School District.

Qualifications:

1. Possess a high school diploma or GED.
2. Minimum age of 21.
3. Possess a valid Washington State driver's license with appropriate endorsement and a minimum of three years driving experience. Driving record must for a period of five years immediately preceding employment or any date during employment thereafter, be free of any violation for:
 - 1) reckless driving, 2) hit and run, 3) driving under the influence of alcohol or drugs, or 4) more than three moving violations of any type.
4. Successfully meet and continue to meet all school bus driver qualifications as set forth in WAC 392-144
5. Possess, or have the ability to obtain a physician's certificate that he/she is medically qualified for employment as a school bus driver in accordance with 49 C.F.R.391.41 through 391.49
6. Completed school bus driver training program and have current In Service.
7. Possess, or have the ability to obtain a first aid card.
8. Must have the physical ability to pass the physical performance assessment. The agility to perform activities common in working on buses, such as sitting, standing, squatting, bending, reaching, as well as being able to grasp, hold, lift and maneuver a minimum of 20 lbs.
9. Have the ability to pass the district's drug and alcohol testing program. This program includes pre-employment testing, random testing, post-accident testing, reasonable suspicion and follow up testing.

Work Schedule:

Normal work schedule is a split shift, with hours set according to route; clock in times are assigned by the transportation supervisor.

Necessary Knowledge, Skills and Abilities

1. Background in working effectively with staff, students, and parents with diverse economic and/or ethnic backgrounds
2. Demonstrates dependability in work attendance.
3. Ability to attend to detail and follow through on a variety of assigned tasks. Perform some tasks only under specific instruction, allowing little or no room for independent action or judgment.
4. Ability to understand and carry-out oral and written instructions.
5. Must have a sincere interest in working with students of different ages.
6. Must be able to work positively and diplomatically with potentially difficult people in demanding situations, maintaining a positive demeanor while working toward resolution.
7. Must maintain a positive, productive and cooperative working relationship with all district co-workers, students and parents/guardians, and demonstrate a sincere interest in representing the district in a positive and professional manner, both in person and by phone.
8. Operate a school bus in accordance with the laws of the State of Washington and policies promulgated by OSPI.
9. Service, inspect and clean school buses and related area or equipment as required by state and Orient District policy.
10. Maintain control of student passengers as related to safety.
11. Report unsafe acts or conditions that require the attention of any person other than the driver to the transportation supervisor.
12. Complete forms, records, and reports as required by state or Orient District Policy.
13. Successfully complete school bus driver training program and courses established by OSPI or the Orient School District.
14. Relate effectively with parents, staff, and public in a

multicultural and multiracial community.

15. Perform other school bus driver-related duties as directed by the local school district policies.

Required Capabilities:

- Sufficient command of the English to communicate with students, parents, Orient District staff members, and other concerned people regarding all aspects of their job related activities.
- Sufficient strength and agility to:
 - ❖ Assist ill or physically impaired students to enter or exit a school bus through the passenger service door.
 - ❖ Provide assistance to students in evacuating the bus in any accident or other emergency situation.
 - ❖ Install tire chains and perform all pre-trip inspections as required by the Inchelium school District.
 - ❖ Pass the Inchelium School Districts Physical Performance Assessment. The physical assessment is to evaluate a school bus driver's ability to perform functions directly related to the duties of a school driver.
- Ability to endure variations and extremes in temperatures. (Inside and outside of the bus)

Examples of Work Expectations:

1. Install, service, or replace school bus equipment and accessories, including but not limited to, fire extinguishers, highway warning kits, first aid and body fluid kits, snow chains and etc.
2. Perform required operational and safety inspections of the school bus and all related equipment. Complete Pre-trip and Post trips.
3. Clean and service the school bus to include interior and exterior bus washing: installation of fuel, oil, and coolant.
4. Operate all hand and foot controls installed in a school bus as required by Washington State Minimum School Bus Specifications.
5. Perform basic first aid as appropriate, which may include CPR.
6. Work effectively with a group of students, bussed together, of different grade levels, or abilities.
7. Legible and accurate completion of forms, records, time sheets, work orders, route counts, route sheets, misconduct reports, accident reports, and other clerical-type activities as may be required.

8. Punctual to work daily.
9. Dress clean and neat each time you report to work.
10. Wear footwear that is fastened securely to the foot.
11. Cleaning and sweeping of drivers lounge and bus garage.

Classified employee application available at: orientsd.org
and at the district office- 374 4th Ave., Orient, WA

An application, letter of interest, resume' and recommendations should be submitted to:

Sherry Cowbrough, Principal

sherry.cowbrough@orientsd.org
509-684-6873

The Orient School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: **Civil Rights/Section 504 ADA/Title IX Compliance Coordinator Contact: Sherry Cowbrough, Principal – PO Box 1419, Orient, WA 99160 – 509-684-6873 – sherry.cowbrough@orientsd.org**