

Pharr-San Juan-Alamo ISD

Substitute Bus Drivers (3535)

JOB POSTING

Job Details

<i>Title</i>	Substitute Bus Drivers
<i>Posting ID</i>	3535
<i>Description</i>	

Qualifications:

Education/Certification:

Valid Texas Driver's License (Class A or B with P & S Endorsement)
Must be 18 years of age

Special Knowledge/Skills:

Ability to pass alcohol and drug test
Ability to complete required bus driver safety training
Ability to follow written and verbal instructions
Ability to communicate effectively
Knowledge of student discipline procedure
Ability to manage student behavior
Ability to operate a bus

Such alternatives to the above qualifications as the Board of Trustees may find appropriate and acceptable.

Major Responsibilities and Duties:

1. Follow assigned route and adhere to established schedules.
2. Drive bus to and from extracurricular activities.
3. Check bus for mechanical defects before and after each operation and notify supervisor of needed repairs.
4. Report all accidents, vehicle damage, student injuries, and mechanical failures. Complete required reports.
5. Keep records on bus mileage, gas and oil consumption, and number of passengers transported.
6. Keep assigned bus clean fueled.
7. Supervise students while they board and leave the bus and cross the street.
8. Communicate with teachers and parents on a daily basis regarding student behavior while on bus.
9. Maintain discipline; report student discipline problems to appropriate administrator.
10. Instruct students on safe riding rules and regulations.
11. Observe all traffic laws and safety regulations for school buses.
12. Inspects bus by checking fuel, oil, water, tires, lights, brakes and steering to ensure bus can be operated safely before driving.
13. Ensure proper condition of emergency equipment, such as fist aid kit, fire extinguisher, flags, fuses, crow bar, and reflector.
14. Correct unsafe conditions in work area that could cause an accident and inform supervisor of any conditions that are not correctable immediately.
15. Report any hazardous conditions along the route.
16. Operate two-way radio equipment to communicate with transportation office.
17. Work irregular hours as needed.
18. Attend and complete required training program to maintain safety certification.
19. Performs other duties as assigned by the supervisor.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control. Continual sitting, reaching, and repetitive hand and arm motions. Work outside and inside, moderate exposure to extreme temperature (hot) and vehicle fumes

*** Bus Driver Applicants must submit a copy of their valid Texas Driver's License (A or B) with both P and S endorsements.

Shift Type

Part-Time

Salary Range

Substitute

Location

Transportation

Applications Accepted

Start Date

03/06/2018