

# CARROLLTON-FARMERS BRANCH INDEPENDENT SCHOOL DISTRICT

## POSITION TO FILL

January 22, 2018

### School Bus Driver

**JOB GOAL:** To operate district multi-function activity busses in a safe, reliable and efficient manner to meet the needs of the district, the public and the customers served by the district.

#### QUALIFICATIONS:

##### Education/Certification:

- High School Diploma or GED
- Must be 18 years or older

##### Special Knowledge/Skills:

- Meet all state (TEA) qualifications for school bus drivers
- Maintain a Commercial Driver License- Class A or B with P & S endorsement preferred
- Maintain a School Bus Driver Certification
- Ability to pass a Texas DOT Medical Examination preferred
- Must have acceptable criminal record and driving record
- Thorough knowledge of the Texas Pupil transportation laws, rules and regulations
- Ability to communicate effectively in speaking, reading, and writing in English Bilingual English/Spanish a plus

##### Preferred Experience:

- None

#### APPLICATION PROCEDURES:

Personnel interested in applying for this position should complete/update an on-line application at [www.cfbisd.edu](http://www.cfbisd.edu)

In-district personnel interested in applying for this position should apply using the internal application through TEAMS. Also, please attach a letter of interest and an updated resume to the online application. Any questions should be directed to [cfbprs@cfbisd.edu](mailto:cfbprs@cfbisd.edu).

Applicants selected for interviews will be contacted.

**APPLICATION DEADLINE:** February 5<sup>th</sup> or until filled

**Carrollton-Farmers Branch Independent School District is an equal opportunity employer and does not discriminate on the basis of age, national origin, race, color, sex, religion, disability, or against any other legally protected group.**



3. Perform emergency evacuation of students on bus when the situations warrants.

### **Safety**

1. Observe all traffic laws and safety regulations for school buses.
2. Ensure proper condition of emergency equipment, such as first aid kit, fire extinguisher, flags, fuses, crow bar, and reflector.
3. Correct unsafe conditions in work area and promptly report conditions that are not immediately correctable to supervisor. Report any hazardous conditions along scheduled route.
4. Install snow chains during inclement weather.
5. Maintain safety certification.

### **Other**

1. Operate and monitor two-way radio equipment to communicate with transportation office and other drivers.
2. Complete and maintain accurate, up-to-date, and timely records and reports including but not limited to those related to bus mileage, gas and oil consumption, and number of passengers transported.

### **Supervisory Responsibilities:**

None

### **Mental Demands/Physical Demands/Environmental Factors:**

**Tools/Equipment Used:** Operate school bus; two-way radio; global positioning system (GPS); safety equipment including but not limited to flares, reflective signs, and fire extinguisher

**Posture:** Prolonged sitting; frequent standing and twisting; occasional kneeling/squatting, bending, stooping, and pushing/pulling

**Motion:** Prolonged driving; moderate walking; frequent climbing stairs, grasping/squeezing, wrist and shoulder flexion/extension, and reaching

**Lifting:** Limited light lifting and carrying (less than 15 pounds) on a daily basis

**Environment:** Frequent exposure to extreme hot and cold temperatures, noise, and vehicle fumes; work around moving vehicles; regularly work irregular hours, and occasionally work prolonged hours

**Mental Demands:** Maintain emotional control under stress

### **Supervisory Responsibilities:**

None.

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by: Jason Liewehr

Date: 1/22/18

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Reviewed by: Tonya Tillman

Date: 1/22/18

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