

BUS DRIVER

DEFINITION STATEMENT

Under general supervision, operates a transit system bus over fixed or variable routes; keeps records of own activities; checks and provides minor maintenance of transit equipment.

DUTIES-EXAMPLES OF WORK

Drives a bus over designated or variable routes and at requested locations in accordance with time schedules and safety standards; picks up and discharges passengers; transports students and handicapped and elderly passengers; checks with dispatcher for service requests; checks tires, battery, fuel, oil, and other components and takes proper action; washes bus; observes bus for malfunctions and service needs, and reports same to supervisor; maintains bus facility; answers inquiries and directs passengers regarding routes, schedules and community facilities and services; maintains order among passengers; observes fares paid; keeps record of passengers, mileage, fuel and oil and prepares transfer passes, reports of driving and road hazards and incidents; reports accidents; performs related duties.

QUALIFICATIONS & EXPERIENCE

Knowledge of safe driving practices and provisions of applicable laws governing the operation of transit buses and the transportation of passengers; ability to quickly learn the geography of the community; ability to operate a bus exercising good judgement and extreme caution and to maintain schedule and order among passengers on a bus, to learn a designated bus route, bus stops, and follow oral and written directions; ability to establish and maintain effective relations with the public.

EXPERIENCE AND TRAINING

Any combination of experience and training equivalent to graduation from high school and three years of driving experience with a clear safety record.

SPECIAL REQUIREMENTS

DOT Physical and possession of a valid commercial driver's license, with passenger endorsement required.

Grade 7
Status: Part Time
Salary: \$13.91 - \$15.30 per hour

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