

LEAD BUS DRIVER/TRAINERDEFINITION

Under general supervision and direction of the Transportation Director, is responsible for both the behind the wheel and classroom training programs; develops and supervises routes; participates in the implementation of District policies; performs routine driving assignments and does related work as required.

DISTINGUISHING CHARACTERISTICS

This position involves assisting the Transportation Director and Transportation Administrator in planning and scheduling activities where district transportation is needed. Lead Driver/Trainers will conduct training programs for new and veteran drivers and will develop required route schedules. Total familiarity in bus safety and transportation safety programs will be maintained continuously.

TYPICAL DUTIES

Serves as a regular district bus driver;  
Trains new bus drivers both behind the wheel and classroom;  
Provides in-service training to veteran bus drivers;  
Rides routes to assist Director in evaluating driver's skills and habits;  
Assists in development of routes and revision of routes and time schedules;  
Schedules relief drivers;  
Keeps drivers aware of recent legal changes pertaining to transportation safety;  
Assists Director in all related transportation functions as required.

QUALIFICATIONSKnowledge of:

School bus driver instructor skills;  
First Aid practices and CPR;  
Provisions of the California Motor Vehicle Code, the Department of Education Regulations and Laws relating to pupil transportation.

Ability to:

Drive a school bus safely and efficiently and teach others to do the same;  
Understand and follow oral and written directives;  
Maintain cooperative relationships with those contacted in the course of work;  
Obtain School Bus Driver Instructor certificate within six months of employment;

Education and Experience:

Completion of twelfth grade or equivalent;  
Four years paid experience as a regular school bus driver;  
Completion of CHP School Bus Driver Instructor course.

License:

Valid California Class B operator's license;  
California School Bus Driver's certificate and current medical certificate.