

## **TORRANCE UNIFIED SCHOOL DISTRICT**

### **CLASS TITLE: SCHOOL BUS DRIVER-BEHIND THE WHEEL TRAINER**

#### **BASIC FUNCTION:**

Under the direction of the Transportation Supervisor, operate a school bus to transport students safely and efficiently to assigned locations over designated routes; function as the District's delegated behind the wheel trainer; assist in conducting bus evacuation drills and record keeping as required.

#### **REPRESENTATIVE DUTIES:**

Drive a school bus over designated routes according to established time schedules; transport pupils and teachers on various athletic and special event trips. **E**

Supervise pupil conduct during transport to assure safe vehicle operation; instruct children in various aspects of passenger and pedestrian safety. **E**

Maintain order and discipline among passengers in accordance with district policies related to disciplining students. **E**

Conduct behind the wheel training for District bus drivers according to Department of Education guidelines; observe driver performance by conducting check rides. **E**

Assist in the preparation of driver performance reports. **E**

Assist in monitoring the performance of bus drivers in regard to proper bus inspection procedures. **E**

Remain current concerning California Vehicle Code, Education Code and District policies related to pupil transportation. **E**

Perform related duties as assigned.

#### **KNOWLEDGE AND ABILITIES:**

##### **KNOWLEDGE OF:**

Safe and defensive driving practices

Proper operation of school buses.

California Motor Vehicle Code, Education Code sections and laws applicable to student transportation and to the training of school bus drivers.

Policies, procedures and organization of the District transportation system including rules and procedures for transporting Special Education students.

Basic principles and techniques of training.

Techniques and District policies for controlling and influencing student behavior on a school bus.

Basic first aid practices.

Record keeping techniques.

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

##### **ABILITY TO:**

Plan, prepare, evaluate and coordinate District school bus driver behind the wheel training.

Remain current concerning California Vehicle Code and California Education Code related to pupil transportation.

Learn the District's geography, including locations of school sites, bus stops and drop off points.

Maintain records and prepare reports.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Work independently with little direction.

Observe and critique legal and defensive driving practices.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school and two (2) years experience in the operation of a school bus with a safe driving record.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California Class B driver's license; current School Bus Driver's Certificate; written approval from California Department of Education as a Delegated Behind the Wheel Trainer; maintain a safe driving record. Employees in this classification must maintain vehicle insurability at the District's standard rate during the term of employment.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

School bus environment; subject to driving a school bus to conduct work.

**PHYSICAL ABILITIES:**

Hearing and speaking to exchange information and make presentations, bending, pushing, lifting and moving objects weighing up to 75 pounds, and climbing stairs.

**HAZARDS:**

Exposure to driving a school bus during adverse weather and traffic conditions, fumes and abusive or uncooperative individuals.