

**LA HABRA CITY SCHOOL DISTRICT
JOB DESCRIPTION**

BUS DRIVER

Definition

Under supervision of Director of Transportation, operates a school bus safely over designated routes, transporting students.

Typical Tasks

- Drives a bus as assigned.
- Checks bus daily for defects prior to use.
- Picks up and discharges students on a designated route.
- Follows time schedules in a prudent manner.
- Maintains the bus in a clean and orderly condition.
- Follows District policy regarding discipline of students.
- Fills out forms and computations legibly, correctly, and in a timely manner.
- Performs other duties as assigned.

Minimum Qualifications

Education: Completion of high school or General Education Diploma (GED).

Experience: Working with students in an educational or child care setting is highly desirable.

Ability to: Drive a school bus in a safe and prudent manner maintaining order among riders; follow both written and oral instructions.

Certificate Required: Must secure First Aid Certificate and CPR Certificate within six months of employment.

License

Required: B-PS California Department of Motor Vehicles Operator's License; including a Current Medical Card and School Bus Certificate from the California Highway Patrol.

Salary Range: 27 (Step 1 \$18.12)

Schedule: 2