



Our Children, Our Schools, Our Future!

Jurupa Unified School District

BUS DRIVER – SPECIAL STUDENTS

DEFINITION

Under supervision to operate a school bus and transport students over designated routes in compliance with assigned schedules; and to do related work as required. The position of Bus Driver-Special Students is differentiated from Bus Driver in that the majority of bus operation is on a Class II school bus transporting physically handicapped and/or mentally handicapped students. It is further differentiated in that a demonstrated ability to communicate and relate well with physically handicapped and mentally handicapped students is required.

ESSENTIAL JOB FUNCTIONS

- Inspects buses prior to operation in accordance with written rules and regulations.
- Perform fueling and maintain prescribed levels of fuel of the bus.
- Drives buses over designated routes.
- Picks up and discharges students.
- Operates a wheelchair lift for entry and exit from bus.
- Secures wheelchairs.
- Secures physically handicapped students into seats for transport.
- Assists students on and off buses and escorts them across streets when necessary.
- Maintains prescribed cleanliness levels of the bus.
- Prepares and completes required reports.
- Performs other tasks as required to safely operate a bus in accordance with laws and district policies.

OTHER JOB FUNCTIONS

- Performs other related duties as assigned.

LICENSE AND CERTIFICATE REQUIRED

A valid appropriate California Driver's License; valid medical card/certificate and verification of First Aid proficiency as required by State law; and a valid California School Bus Driver's Certificate. Must qualify for insurance coverage by the district insurance carrier.

DESIRABLE QUALIFICATIONS

Knowledge of:

Safe driving practices;
Safe fueling practices;
Provisions of the California Motor Vehicle Code and the Education Code applicable to the operation of vehicles in the transportation of students.

Ability to:

Drive a school bus and other automotive equipment safely and efficiently;
Maintain order among students on a school bus;
Understand and follow oral and written instructions;
Communicate and relate well with physically and mentally handicapped students;

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Ability to (continued):

Establish and maintain effective working relationships with others;
Work and drive safely.
Meet minimum physical requirements as prescribed by the California Department of Motor Vehicles;
Read, understand and follow handwritten or typed documents, including maps;
Communicate effectively with students, parents and staff;
Safely and effectively operate a school bus in known or unexpected traffic and weather conditions; and in spite of loud, disruptive, and distracting student behavior;
Work in a wide range of environmental conditions, such as hot and cold weather, and in proximity to exhaust fumes;
Effectively perform intervention procedures to prevent fights and other altercations;
Deal with hostile, emotional, ill or angry persons in an effective manner;
Assist ill students to a specific location or onto a stretcher, wheelchair or into a vehicle;
Assist disabled students to enter and exit the bus;
Perform multiple tasks at once (such as driving while using the radio, controlling students, etc.);
Stand, stoop, kneel, bend and walk;
Climb slopes, stairs, steps and ladders;
Lift, carry, push and pull heavy objects;
Maintain steady, regular attendance;
Work with various chemical agents and cleaners in a safe and effective manner.

Experience:

One year of experience in the operation of a bus or heavy motor vehicle.

Education:

Completion of the eighth grade or its equivalent.

Personal Qualities:

Sound judgment, patience, willingness to perform job tasks, reliable and dependable.

Personnel Services
January 7, 2002

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