

## **SCHOOL BUS DRIVER AND CUSTODIAL WORKER**

**DISTINGUISHING FEATURES OF THE CLASS:** This is work of a routine nature which primarily involves the cleaning of the interiors of buildings and related building fixtures and equipment but may involve the cleaning of building exteriors and adjacent grounds. Incumbents of this position also operate any motor vehicle defined as a school bus by the Vehicle and Traffic Law and used for the purpose of the transportation of pupils and/or others to or from school or school activities. Considerable aptitude in handling and helping certain passengers such as mentally, socially or physically handicapped children may be involved. The work is performed under the direct supervision of the Superintendent of Buildings and Grounds. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Dusts furniture, venetian blinds, window ledges, etc.;

Sweeps, washes, strips and waxes floors;

Washes windows, walls, toilet and lavatory facilities, etc.;

Cleans light fixtures and replaces burned out bulbs;

Collects and disposes of refuse;

Operates a bus, station wagon or other passenger vehicle used as a school bus, on regularly scheduled runs, to random destinations, and/or to and from special events;

Checks bus before each run to assure safe operation and use;

Maintains order and discipline among passengers as necessary;

May distribute supplies and move furniture;

May, on occasion, cut grass, sweep walks, shovel snow and perform other outside work.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Working knowledge of cleaning methods, materials and equipment; good knowledge of the operation of passenger vehicles; demonstrated skill in operating a passenger vehicle used as a school bus; ability to understand and carry out simple oral and written instructions; ability to read English; dependability; good judgment; good physical condition as prescribed by the Commissioner of Motor Vehicles, and/or the Commissioner of Education; familiarity with the Vehicle and Traffic Law and regulations of the Commissioner of Motor Vehicles and Commissioner of Education as they pertain to pupil transportation.

**MINIMUM QUALIFICATIONS:** Two (2) years of licensed driving experience.

### **NOTES:**

1. Drivers operating a vehicle with a gross vehicle weight rating (GVWR) of 26,000 lbs. or less shall be known as School Bus Driver I. Drivers operating a vehicle with a GVWR of more than 26,000 lbs. shall be known as School Bus Driver II.
2. The appointing authority shall have the responsibility for verification of the appropriate driver's license for the vehicle(s) being operated.
3. The appointing authority shall have the responsibility for additional driver requirements imposed by:

(over)

- a) Article 19-A, Vehicle and Traffic Law as specified in Part 6 of the Regulations of the Commissioner of Motor Vehicles, and
- b) Section 3624 of the Education Law as specified in Section 156.3 of the Regulations of the Commissioner of Education.