

SCHOOL BUS DRIVER*

DISTINGUISHING FEATURES OF THE CLASS: Incumbents of this position operate any motor vehicle defined as a school bus by the New York State Vehicle and Traffic Law to transport students and/or other passengers to and from school or school activities. The incumbent is responsible for the safety and conduct of the passengers. Incidental duties related to school bus operations are usually performed and other kinds of work may be assigned when not operating a bus, provided it is occasional or limited to basic laboring tasks. Work is performed under general supervision but according to strictly prescribed procedures. Does related work as required.

TYPICAL WORK ACTIVITIES:

Operates a bus, station wagon or other passenger vehicle used as a school bus, on regularly scheduled runs, to various destinations, and/or to and from special events;
Checks bus before each run or schedule to assure safe operation and use;
Informs children about safety practices;
Maintains order and discipline among passengers as necessary;
Participates in emergency drills as required;
May maintain simple records (e.g. mileage, routes, time and incidents);
May physically assist passengers in need of help including the securing of wheelchairs;
May perform routine incidental duties between scheduled runs, such as simple bus maintenance and cleaning, courier duties, etc.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the operation of passenger vehicles; demonstrated skill in operating a passenger vehicle used as a school bus; ability to understand and follow simple oral and written instructions; good judgment and dependability; good physical condition 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.

SPECIAL REQUIREMENTS:

1. Drivers must be at least twenty-one (21) years of age at the time of appointment.
2. Drivers must possess a valid driver's license appropriate for the vehicle(s) being operated. The appointing authority shall have the responsibility for verification of the appropriate driver's license for the vehicle(s) being operated which may be periodically checked throughout the course of employment in this title.
3. The appointing authority shall also have the responsibility for ensuring 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.

*This reflects a retitling of School Bus Driver I and School Bus Driver II.