SCHOOL DISTRICT BUS DRIVER

Position Specifics

Days of Work: Days students are scheduled to attend school, both morning and afternoon routes

Wage: \$22.25 per hour – 3.5 hours per day

10 cents per mile for Regular Route driving. \$12.00 per hour for Co-curricular Driving.

Benefits: 8 Sick Days per year

Two paid Holidays per year

RESPONSIBLE FOR

School District Bus Drivers are responsible for the safe transportation of school district students and for the timely communication of mechanical issues regarding any bus driven to the School District Bus Mechanic.

REPORTS TO

School District Bus Drivers report to and are under the supervision of the District Administrator. The District Administrator is responsible all driving assignments for all bus drivers.

SPECIFIC RESPONSIBILITIES

All school personnel are required to perform the following tasks as School District Bus Drivers:

- > Performs pre-trip and post-trip inspections on any bus for which they drive.
- Report any interior or exterior damage to the bus to the Bus Mechanic.
- Report any driving accidents to the bus immediately to the District Administrator.
- Practices driving safety procedures.
- Schedules routine maintenance of individual route buses with the Bus Mechanic.
- Maintain a clean bus as practical with concurring weather conditions.
- > Shall be on time for all regular routes, special routes or co-curricular routes, unless weather or other reasonable situations dictate differently.
- Shall monitor and practice emergency evacuation procedures at least once per year with the cooperation of the District Office.
- Shall monitor student activity and establish discipline on the bus while driving to ensure the safety of all students.
- Must pass random drug and alcohol drug tests.
- > Follows all requirements as stated in Wisconsin Administrative Code: Trans 300.16.
- > Performs any reasonable duty as requested by School District Administration.

EMPLOYMENT REQUIREMENTS

All school personnel are required to do the following in order to be hired by the Norwalk-Ontario-Wilton School District as a Bus Driver.

- > Be able to read and comprehend written and verbal instructions.
- Must meet minimum standards established by the Wisconsin Department of Transportation for physical and medical condition including hearing and vision testing.
- Must be able to pass a Wisconsin Department of Transportation written and driving skills test to obtain Class B school bus and passenger endorsements.
- Must pass pre-employment drug testing.
- Maintain very good personal hygiene practices.
- Act with conduct that is consistent with school district policies and procedures.

Application Deadline: March 8, 2017

Send School District's Employment Application Dr. Kelly T. Burhop, District Administrator, Norwalk-Ontario-Wilton School District, PO Box 130, Ontario, WI 54651