



## **DIERINGER SCHOOL DISTRICT**

**Educating every child for**

**Confidence today and**

**Contribution tomorrow**

### **POSITION: Substitute School Bus Driver Position**

**RESPONSIBLE TO:** Director of Operations and Transportation

#### **PERFORMANCE DUTIES AND RESPONSIBILITIES:**

1. Drive a school bus on regularly scheduled routes.
2. Operate light systems, stop paddles, two-way radios, bus lifts and emergency equipment as necessary for safe transportation of students.
3. Maintain control of passengers as related to safety.
4. Drive and supervise students to/from school safely.
5. Handle emergency situations calmly and efficiently.
6. Be on-call for routes, starting at 6:00 a.m.
7. Perform daily pre/post trip inspections on assigned vehicle. This includes daily refueling, checking vehicle inside and out for damage and maintaining the cleanliness of the vehicle (sweep, clean windows, wash bus).
8. Manage student behavior according to district policy and procedure.
9. Maintain route maps, stop times and student information folders.
10. Prepare for and implement emergency evacuations as required.
11. Report unsafe conditions or acts to the Director Student Support Services upon completion of the route.
12. Note any mechanical problems with the vehicle directly to the district mechanic.
13. Attend training and in-service activities.
14. Support district and department policies and goals as appropriate.

#### **REQUIRED KNOWLEDGE SKILLS AND ABILITIES:**

1. Must have a high school diploma and "B" class CDL w/ School Bus endorsement on Washington State driver's license, and a good driving record.
2. Must have a valid Washington State Bus Driver's certificate.
3. Must possess and maintain certification in first aid.
4. Must possess and maintain approved Department of Transportation (DOT) physical.
5. Must meet the district and State of Washington WAC 180.20 requirements.
6. Must provide a personal driving abstract before employment and on an annual basis.
7. Be knowledgeable driving all buses in the transportation fleet.
8. Know the location of each school within Dieringer School District.
9. Be able to drive to/from each school within efficient time.
10. Be able to read maps and data sheets for routes.
11. Ability to follow oral and written instructions and to exchange information accurately and appropriately.

#### **APPLICATION PROCEDURE:**

Interested persons must fill out a District classified application form and submit a letter of interest. Application can be found at [www.dieringer.wednet.edu](http://www.dieringer.wednet.edu) or call 253-862-2537.

This position is open until filled.

*The Dieringer School District does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression, identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Michael Farmer, Superintendent: Phone: 253.862.2537*

## **Bus Substitute Driver's**

1. License \$425 (+ \$ for adding to license)
    - a. Knowledge Test \$35
    - b. Skills Test \$250
    - c. CLP (permit) \$40
    - d. CDL skills test for bus endorsement \$100
  2. Fingerprints \$83 (applicants cost/not reimbursed)
  3. First Aid \$25
  4. DOT physical \$100
  5. DOT drug test \$100
  - \*6. Driver's training with in-house trainer (up to 50 hours)
    - After one (1) year of substituting and 80% of job acceptances; Dieringer SD will pay driver's sub rate for hours spent training with the in-house trainer.
    - Interview all sub applicants with the understanding that they are on a probationary status throughout training and/or until they complete the mandatory WADOL testing for endorsements.
- \*Dieringer SD will pay for the above costs as incurred throughout probationary status.