



## 1604 DRIVER SPECIALIST

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### **Classification Summary**

Performs specialized and relief bus driving activities of the Transportation Department. Drives busses to safely transport students between bus stops and schools, on field trips, or as assigned.

### **Distinguishing Characteristics**

Distinguished from Bus Driver (Regular or Special Education) by the ability to know all bus routes and drive in relief of any bus driver with very little advance notice.

### **Supervisory Relationships**

Reports to the Assistant Transportation Manager.

### **Examples of Duties**

1. Safely drive, in relief, regular and special education bus routes as prescribed by assigned route and time schedule, and specified bus stops. Modify route temporarily in response to traffic and weather conditions.
2. Carry out all functions of a school bus driver on relief bus routes including assurance of safe riding practices, maintenance of student discipline, proper operation, and proper care of all types of school busses.
3. Assist with route orientation and training of route drivers to new stops, route changes, and time changes.
4. Assist with training in proper methods of stop execution, turnarounds, loading and unloading, transfer procedures, and control of students.
5. Drive busses for field trips, athletic events, and special excursions as assigned.
6. Maintains regular and prompt attendance.
6. Performs other related duties as assigned.

### **Required Knowledge, Skills and Abilities**

1. Ability to work independently and provide routing guidance to drivers.
2. Thorough knowledge of the local geographic regions, school locations, District bus routes, and transportation equipment.
3. Ability to drive safely under pressure of time constraints, student misbehavior, hazardous road conditions, and traffic demands.
4. Thorough knowledge of the operation and capabilities of District busses and bus equipment.
5. Punctuality and ability to pace activity to meet time schedules.
6. Knowledge of student behavioral management techniques and ability to control large groups of students.
7. Ability to represent the District's objectives of courtesy and responsibility to the public.
8. Ability to remain available for evening or weekend classes or driving assignments.

### **Minimum Qualifications for Class Entry**

1. Possession of a valid State of Oregon School Bus Driver's License.
2. Successful completion of core classes, training in first aid, a physical examination, and faultless driving record.
3. Three year's experience as a bus driver.

### **Work Environment**

Incumbents work split shifts. Assignments may require driving evenings, outside District boundaries or during snowstorms or other hazardous road conditions. Incumbents may be exposed to risk of accident, exhaust fumes, and noise of passengers or bus equipment.