

DRIVER TRAINER

DEFINITION

Under general supervision, assists in coordinating the District's school bus driver training program and maintaining all licensing records; assumes and performs related work as necessary or required.

EXAMPLES OF DUTIES

Plans, schedules, conducts classroom and behind-the-wheel training and refresher training for District Bus Drivers, covering such areas as safe, proper, defensive driving techniques and other related skills and tasks; conducts field observations of Drivers; evaluates driving skills, including those required for in service renewal of Bus Driver Certificate; instructs driver trainees and others in first aid, methods of bus stop area and bus boarding, exiting and riding safety, Federal, State, City and District rules, regulations, laws, ordinances involving pupil transportation; coordinates and evaluates school bus emergency evacuation drills; maintains bus driver license records; inputs and retrieves information and data utilizing various office and data/word processing equipment; assigns drivers to routes requiring utilization of manual and/or hydraulic lifts; schedules Bus Driver physical examinations, keeps records of same; keeps current in laws, regulations governing pupil transportation and equipment; operates District vehicles; assumes and performs related work as necessary or required.

MINIMUM QUALIFICATIONS

Knowledge of:

Provisions of the California Motor Vehicle and Education, and other Codes and Administrative rules and regulations applicable to the transportation of pupils; appropriate safety precautions, procedures, defensive driving methods and techniques; principles, methods, used to train school bus driver drivers in required skills, knowledges and abilities; simple record keeping, basic math, good English usage.

Ability to:

Train others in the safe and efficient operation of a school bus; operate District motor vehicle equipment using legal and defensive driving methods; learn to operate word/data processing and other office equipment; keep records; understand and carry out oral and written instructions; establish and maintain effective working relationships.

Education and Experience

Recent successful experience as a school bus driver or driver trainer. Completion of Driver/Trainer Instructor course. Individuals possessing the foregoing knowledges, abilities, skills and experience are considered to possess the necessary education to succeed in the position.

Physical Demands and Working Environment

Safely lift, carry, push up to 25 pounds; frequently sits, climbs stairs, maintains balance, stoops, bends, kneels and reaches over head; uses both hands and legs simultaneously; repetitively twists and exerts pressure with wrists and hands; speaks clearly and hears normal voice conversation; uses a computer; has depth perception and color vision; sees small details and long distances; drives a vehicle; works inside and outside; works with loud noises and vibration; occasionally exposed to fumes, gases, chemicals, odors, machinery with moving parts, and moving vehicles; frequently exposed to minor, occasionally severe, contagious diseases; has direct contact with public and students.

Licenses Required

Possession of a valid and appropriate California Driver's License; successful completion of all examination components required of school bus drivers by the California Highway Patrol including a class B, P endorsement; valid and unrestricted School Bus Certificate; valid standard Red Cross First Aid Certificate; Certificate of completion of the California School Bus Driver Instructor Course with valid and unrestricted instructor certificate.