

Rosholt School District
P.O. Box 310
Rosholt, WI 54473

Position Vacancy: **Bus Drivers - TWO Regular Routes**

Date: June 19, 2017

- Qualifications:
- 1) Interpersonal skills to deal courteously and effectively with students, teachers, administrators and the public.
 - 2) High School Diploma.
 - 3) Valid Wisconsin Commercial Drivers License with passenger and school bus endorsement, or ability to obtain one.
 - 4) Safe driving record with no DWI's in last three years.

Hours: Approximately 6:15 a.m. - 8:15 a.m. and 2:45 p.m. to 4:30 p.m. (dependent upon length of route) Monday through Friday.

Salary: Range of \$66.02 to \$97.50 per day dependent upon length of route.

To Apply: If you have any questions about this position, you may call the Rosholt School District Office at 715-677-4542 from 8:30 a.m. to 3:30 p.m. Monday through Friday.

Interested persons should complete an application and return it to the District Office along with three letters of reference.

Application forms and job descriptions are available in the District Office, or may be downloaded from our website at www.rosholt.k12.wi.us. See job description for further information on responsibilities.

The Rosholt School Board of Education does not discriminate on the basis of the Protected Classes of race, color, national origin, age, sex, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), sexual orientation, national origin, ancestry, arrest record, conviction record, use or non use of lawful products off the District's premises during non-working hours, or declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other characteristic protected by law in its employment practices, or on the basis of transgender status, change of sex or gender identity.

If you need accommodations for accessibility during the application process, please call 715-677-4542 for further assistance.

ROSHOLT SCHOOL DISTRICT

JOB TITLE: School Bus Driver

DOT TITLE: 913.463-010 School Bus Driver

JOB SUMMARY: Provides safe and efficient transportation of students to and from school activities.

REPORTS TO: Transportation Supervisor

JOB DUTIES: Duties have been identified as Essential Tasks or Additional Job Functions for the job.

Essential Tasks:

1. Observes all traffic laws, local, state and national, and observes all safety regulations for school buses per district policies.
2. On a daily basis completes a pre-trip vehicle inspection and reports mechanical defects to the mechanic and Transportation Supervisor.
3. On a daily basis cleans school bus.
4. Adheres to an assigned schedule for morning and afternoon routes. Picks up and discharges authorized students at authorized stops. (Changes from an authorized schedule must be approved by Transportation Supervisor and Building Principal.)
5. Maintains discipline and regulations when students are on bus. Reports discipline or regulation violation matters to Transportation Supervisor, and completes bus incident reports.
6. Adheres to Board policies and Bus Driver Employment Guidelines for all in and out of district school trips.
7. Submits fuel and mileage reports.
8. Attends all scheduled bus driver inservice programs as directed by Transportation Supervisor and District Administrator.

QUALIFICATIONS: Qualifications have been identified as Required or Preferred for the job.

Required:

1. Interpersonal skills to deal courteously and effectively with students, teachers, administrators, and the public.
2. High School Diploma.
3. Valid Wisconsin Commercial Drivers License with passenger and school bus endorsement, or ability to obtain one.
4. Safe driving record with no DWI's in last three years.

The Dictionary of Occupational Titles characterizes this job as a Medium position. Medium work is defined as: exerting 20-50 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly to move objects. Physical demand requirements are in excess of those for Light work.

The Classification of Jobs further defines the physical factors as:

Constant reaching, handling, and working with far acuity; frequent talking, hearing and near acuity.

TERMS OF EMPLOYMENT:

Salary and fringe benefits as determined by Board of Education. Part-time school year position according to calendar established by the Board of Education.

EVALUATION:

Once annually by Transportation Supervisor.

APPROVED: December 13, 1994
 June 19, 2017