

## **BUS DRIVER - CUSTODIAL WORKER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This work of average difficulty requires skill in the operation of an automotive vehicle used to transport students and/or passengers, and the efficient performance of cleaning tasks. As the operator of the bus, the individual is responsible for the safety and conduct of the passengers. Work is performed under general supervision with allowance for independent judgment in the bus driving tasks. The cleaning tasks involve little judgment and generally involve substantial part-time work at an assigned school.

### **TYPICAL WORK ACTIVITIES:**

The following is indicative of the level and types of activities performed by positions in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Operates a school bus on a regular schedule and/or special occasions;
2. Checks the operating condition of the bus before starting trips;
3. Reports any mechanical defects to immediate supervisor;
4. Maintains orderly conduct of students or passengers while on bus;
5. Dusts chairs, tables, desks, and other furniture; moves furniture as required to perform duties;
6. Washes windows, walls, woodwork, and bathrooms;
7. Sweeps, mops, strips, and waxes floors;
8. May be required to perform or assist in minor repairs, and maintenance chores such as painting and snow removal;
9. May occasionally act as courier making deliveries within the district.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of driving safety practices and traffic laws and regulations;  
Knowledge of cleaning methods, materials and equipment;  
Ability to operate a bus under all driving and road conditions;  
Ability to understand and follow oral and written directions;  
Ability to get along well with others;  
Personal characteristics necessary to perform the duties of the position;  
Physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

Eligibility for the appropriate level New York State Driver's license at the time of application, possession of license at the time of appointment.

**NOTE:** In School Districts, drivers must be at least 21 years of age. In addition, candidates must satisfy the requirements for School Bus Driver set forth in the Rules and Regulations of the New York State Commissioner of Education.

SV1406

ADOPTED: 08/01/75

REVISED: 08/14/86      01/30/92      08/10/92      09/13/00