

## **BUS DRIVER - MAINTENANCE WORKER**

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

This position involves responsibility for operating a bus or van on an assigned route and for performing various building maintenance activities. The building maintenance work involved is normally of the semi-skilled variety; and, although a working knowledge of one or more trades is necessary, the employee does not utilize the more skilled journey-level techniques for any considerable portion of his/her time. The work is performed under the supervision of a Supervising Bus Driver-Maintenance Worker or Head Bus Driver.

### **TYPICAL WORK ACTIVITIES:**

1. Operates a school bus or van on a regular schedule and/or special occasions;
2. Checks operating condition of bus or van before starting on trips or runs;
3. Reports any mechanical defects immediately to supervisor;
4. Maintains orderly conduct of students or passengers while on bus or van;
5. May assist elderly or disabled passengers in embarking or disembarking from vehicle;
6. Performs semi-skilled work in masonry, carpentry, or painting operations;
7. Helps to install and repair wiring systems and electric fixtures and equipment;
8. Repairs windows, doors, floors, walls, and other parts of buildings;
9. Does interior and exterior painting generally where quantity rather than fine quality of work performed is the principal object;
10. Helps to install and repair general plumbing equipment such as sinks, toilets, and baths;
11. Assists in cleaning and repairing boilers, pumps, heaters, air conditioning equipment, pipelines, valves, and traps;
12. Mixes plaster and concrete work, etc.;
13. Operates trucks, automobiles, air compressors, and other motorized equipment;
14. May take part in general grounds maintenance activities;
15. Does related work as required.

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

Good knowledge of driving safety practices and traffic laws and regulations; ability to operate a bus and/or van under all driving and road conditions; good knowledge of modern buildings and grounds maintenance and repair practices; good knowledge of the practices and techniques of one or more of the standard trades; mechanical aptitude; manual dexterity; patience; tact, courtesy; physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

Two years of experience in either general building construction or maintenance work in one or more of the standard trades, such as carpentry, plumbing or electrical; or any equivalent combination of experience and training.

**BUS DRIVER - MAINTENANCE WORKER** (Cont'd)

**SPECIAL REQUIREMENT:**

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

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