



**Stockbridge Valley
Central School District**

JOB DESCRIPTION

SUBSTITUTE Bus Driver

**Employment Application Available from District Office
(315) 495-4400**

19A School Bus Driver Application Available at (315) 495-4599

Fingerprinting Required

DUTIES AND RESPONSIBILITIES:

- Operates a school bus on a regular schedule or on special occasions;
- Performs required DOT pre-operational check of the bus before starting on a trip and post trip check of bus;
- Reports any operational defect to immediate supervisor;
- Informs children about safety practices;
- Maintains orderly conduct of children on bus;
- Keeps interior and exterior of vehicle clean and neat;
- May be required to operate a suburban wagon or other similar vehicle;
- May be required to perform minor maintenance tasks on the vehicle;
- Maintains records and daily log of mileage, routes, times and incidents;
- Prepares and maintains maps of routes and pick-up points;
- Perform additional duties as assigned by the Head Bus Driver, Transportation Director or Superintendent.

QUALIFICATIONS:

Eligibility for the appropriate level New York State Driver License at the time of application. Possession of license at time of appointment. 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, State Education Law and Vehicle and Traffic Law.