

TRANSPORTATION SERVICES INC.

VAN DRIVER

JOB DESCRIPTION

SUMMARY

This position requires the ability to drive a school van along a designated route; pickup and discharge students in accordance with time schedules; observe legal and defensive driving practices; assure compliance with applicable traffic and student transportation laws, codes and regulations and clearances required by company, school district, state and federal agencies.

RESPONSIBILITIES

- Safe, efficient transportation of students and adults
- Safe and defensive driving practices
- Be able to do Safety Sensitive Service
- Basic first aid and attention to injury
- Must check inside vehicle daily, front and back for any children or articles left behind
- Oral and written communication skills, recordkeeping, confidentiality with student info
- Health and safety regulations
- Policy and procedures related to student discipline on vans. Monitor passengers
- Learn and follow designated routes (Changes-Management approval only)
- Maintain van in clean and proper working condition
- Proper use of two way radio system
- Attend safety meetings
- Work in a cooperative manner with fellow employees and management

EDUCATION & LICENSING REQUIREMENTS

- High School diploma or equivalent
- Valid PA driver's license with acceptable driving record.
- Ability to pass a physical (same standards as required for a Pa. SB driver), and drug screening. Company Medical Examiners may require additional approval letters, or waiver forms from applicant's doctors to validate safe driving candidacy. All existing conditions and medications should be discussed with Company Medical Examiners during the Physical.

REQUIREMENTS

- Tact, patience and courtesy with students, parents and other drivers
- Sitting for extended periods of time while operating a van
- Having adequate neck and shoulder flexibility to monitor mirrors, evaluate traffic.
- Reaching, pulling, lifting and pushing to open van doors or windows
- Bending at the waist, or crouching to inspect or fuel your van
- Reaching overhead, above the shoulders or horizontally
- Should be in good physical condition to be able to secure wheelchair students (including tie downs) strapping a child into a car seat or booster seat, hooking up a child in a safety vest or fastening a seat belt
- Should be able physically to pick up a car seat and either drag or carry a child out of the vehicle in an emergency evacuation.

WORKING CONDITIONS

- Driving a school van in varied traffic conditions.
- Working in outdoor environment with seasonal heat and cold or adverse weather.
- Exposure to fumes, dust, odors, oil/grease and gases

Driver's Name: _____ Signature: _____ Date: _____