



June 2000

DELEGATED BEHIND-THE-WHEEL BUS DRIVER TRAINER

DEFINITION

Under the direction of the Vehicle Maintenance/Transportation Manager to assist the Bus Driver Instructor/Dispatcher in the development, coordination and delivery of on-going behind-the-wheel training and on-the-road driving skill proficiency of current and substitute bus drivers.

ESSENTIAL FUNCTIONS

Perform and maintain related records of on-the-road driving skill proficiency tests for District school bus drivers, substitute and new applicants; evaluate bus stops and routes; conduct behind-the-wheel driver observations; conduct behind-the-wheel proficiency check rides; maintain behind-the-wheel training, testing, and evaluation records and prepare reports and documentation required by State and/or federal law; conduct safe riding practices and bus evacuation training to students and staff at District schools as assigned; drive a school bus as needed to cover routes and special events; maintain current knowledge of applicable laws, rules, regulations and established District policies and procedures; assist in reviewing and interpreting accident reports; assist in purchasing and obtaining parts and supplies for vehicle maintenance shop; operate various office equipment including a computer and relevant software in order to input data and generate report; perform related duties as assigned.

SPECIAL REQUIREMENTS

- Valid California Class A or B commercial driver's license with passenger endorsement (air brakes);
- Valid California Special School Bus Driver's Certificate with zero restrictions;
- Valid Medical Exam Certificate as required by district policy or legal statute;
- No chargeable accidents in any vehicle within the last three years;
- Successful completion of all training in the latest edition of the Instructor's Behind-the-Wheel Training Guide for California's Bus Driver's Training Course.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Applicable State and Education Code sections and traffic laws;
- Safe driving methods and techniques;
- Various mechanical characteristics of buses;
- In-field monitoring of fleet operations;
- Principles of instruction and training;
- Interpersonal skills using tact, patience, and courtesy;
- Oral and written communication skills;
- Health and safety regulations.

Delegated Behind-the-Wheel Bus Driver Trainer -2

Ability to:

Provide instruction and evaluate on-the-road driving performance of bus drivers;
Train others in safe and efficient behind-the-wheel operation of a school bus;
Understand and follow oral and written instructions;
Maintain records and prepare reports;
Observe health and safety regulations;
Work independently with little direction;
Observe legal and defensive driving practices;
Interpret, apply and explain applicable laws, rules and regulations;
Communicate effectively both orally and in writing;
Establish and maintain cooperative and effective working relationships with others.

Training and Experience

Any combination equivalent to graduation from high school and one year of school bus driving experience.

This position will be paid on the appropriate step of the Classified salary schedule:

- Range 156
- School Year

Established 6/00

7/17/00

(REF. U-7)