

KERN COUNTY SUPERINTENDENT OF SCHOOLS
REVISED/APPROVED NOVEMBER 2005
RANGE: 47.0
CLASSIFIED
CODE: 2, 3, 7, 9

TRANSPORTATION INSTRUCTOR II

DEFINITION

Under general supervision, plan, develop, maintain and continuously upgrade bus driver training for County office and district personnel;

provide classroom training of students regarding safe and proper bus riding procedures and emergency bus evacuation.

EXAMPLES OF DUTIES

Organize, coordinates and present the school bus driver training program, including CPR, classroom and behind-the-wheel, for original and renewal licensing for County office and district school bus drivers;

write and present new curriculum in the course of training for original and renewal school bus drivers licensing;

perform driver and route evaluations (check rides);

maintain required training records;

assist bus drivers with various operational problems;

provide orientation of office procedures and policies for new drivers;

review traffic factors and potential road hazards;

may drive a school bus over an assigned route in the transportation of pupils;

may drive students on field trips or special events;

assist in dispatch if necessary;

develop and present classroom instruction for students on safe, proper and appropriate methods for riding school buses;

coordinate such programs with bus drivers, principals and teachers;

make presentations on emergency bus evacuation;

perform related duties and responsibilities as required or assigned.

QUALIFICATIONS

Knowledge of:

Knowledge of proposed regulatory changes and the effect of such changes;

applicable state laws, safe and proper bus riding procedures, emergency bus evacuation procedures;

office policies and procedures;

regulations contained in Title 13, California Department of Education, and Vehicle Code related to the transportation of school pupils.

Ability to:

Ability to develop written curriculum for classroom and behind the wheel instruction;

learn and effectively use computer programs for record keeping and presentations;

operate a school bus safely and in conformance with applicable state laws;

organize and effectively present bus driver training and other related programs and materials to large and small audiences;

effectively present student training for safe and responsible riding practices and emergency bus evacuation;

communicate effectively in oral and written form;

adjust to a change in scheduled assignment with relative ease;

ability to lift 50 lbs., stoop, bend, and stand for long periods.

Experience:

A minimum of five (5) years of school bus driving experience or other similar transportation assignment requiring a valid school bus driver's certificate;

experience in school bus driver training field as a delegated or certified instructor is required;

some experience in the operation of heavy vehicles is desirable;

good driving record.

Education:

Education equivalent to a high school diploma;

higher education with course studies in the teaching field is desirable.

License requirement:

Must maintain proof of privately owned automobile insurance and possess a valid California Motor Vehicle operator's license.

Must possess a valid Class B California Motor Vehicles Operator's license and a valid California School Bus Driver's Certificate.

Certification by the State Department of Education as a non-restricted School Bus Driver Instructor.

Conditions of employment:

A pre-placement medical assessment is a condition of employment after all other job conditions have been met.

A substance abuse test, at office expense, is required prior to employment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position has a probationary period of six months or 130 days, whichever is longer.

TS: gs

12/21/15

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