



Quartzsite School District #4

P.O. Box 130 Ehrenberg, AZ 85334-0130
Ehrenberg Elementary: 928-923-7900
Quartzsite Elementary: 928-927-5500
www.qsd4.org

JOB POSTING

JOB TITLE: Bus Driver
DEPARTMENT: District
POSTING DATE: January 15, 2020
POSTING EXPIRY DATE: OPEN UNTIL FILLED
HOURS: 40 hours per week
DAYS: 10 month position
WAGES: Level C on the classified salary schedule
Placement based on experience and education

Interested applicants must complete a Classified Application. An application can be obtained from the District office located at Ehrenberg Elementary; 49241 Ehrenberg Rd., Ehrenberg, AZ 85334 or at <http://www.qsd4.org/employment>

OVERVIEW OF JOB:

The responsibility of a bus driver is the care and safe transportation of students to and from school.

QUALIFICATIONS AND EXPERIENCE:

Applicant must possess OR have the ability to obtain an Arizona Commercial Driver's License (CDL) and an Arizona School Bus Driver permit. Applicant must have a valid driver license and clean driving record. Applicant will be fingerprinted and must pass a background. Applicant must work cooperatively with staff and exercise sound judgment.

PERFORMANCE RESPONSIBILITIES INCLUDES BUT NOT LIMITED TO:

- Maintain pupil control and complete written reports on misconduct. Complete records and reports as requested and at specified times.
- Arrange for general maintenance and upkeep of all vehicles.
- Assume responsibility for the daily and maintenance and safety inspections of the bus and report any problems with bus to your Supervisor. Be responsible for the safe operation and cleanliness of the bus.
- Maintain route and schedules, as planned. Drive for field trips as needed.
- Maintain vehicle usage logs and other reports as requested by the Superintendent.
- Comply with all state and federal laws, insurance regulations, safety standards and governing board policies.
- Make sure all students are transported safely to and from school. Double checking with secretary if there is any change in students' drop off point or pick up location.
- Perform other tasks and assume responsibilities as the Superintendent and Transportation Director may assign or delegate.

BENEFITS:

Sick Leave, Vacation, Arizona State Retirement.

QUESTIONS:

Contact the District office at (928) 923-7907