

Openings as of 10/19/2022

Substitute Bus Driver

JobID: 247

Position Type:

Classified Substitute/Bus Driver

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Date Posted:

7/1/2022

Location:

Transportation

Pay Range: [Transportation Salary Schedule](#)

All applicants for employment in positions requiring a commercial driver's license (CDL) are subject to pre-employment controlled substances and alcohol testing. District employees performing safety sensitive functions are subject to random, reasonable suspicion, post-accident, return-to-duty and follow-up testing mandated by the Federal Highway Administration (49 CFR Part 382) and district policy.

ESSENTIAL FUNCTIONS:

- Safely operate under all types of weather conditions a school bus on scheduled routes and/or on all types of trips in support of district approved activities, both within and outside the school district boundaries
- Service, inspect and clean school buses and related equipment as required by state and district policy and/or procedures
- Operate and service all school bus equipment and accessories including but not limited to fire extinguishers, highway warning kits, snow chains, sanders, first aid kits, etc.
- Perform required operational and safety inspections of the school bus and all related equipment
- Maintain control of student passengers as related to safety
- Report unsafe acts or conditions which require the attention of the Transportation Supervisor, the Dispatcher, shop personnel or other school district officials
- Neat, clean personal appearance; work apparel should be appropriate to promote a professional and safe work environment
- At all times, obey the laws of the State of Washington and regulations promulgated by the Superintendent of Public Instruction and State Board of Education regarding the operation of a school bus
- Perform other school bus driver related duties as directed by local school district policies, regulations and/or procedures
- Communicate effectively, responsibly and accurately with students, parents, co-workers and other school district staff
- Perform basic first aid as appropriate, which may include CPR

- Legibly and accurately complete state and district forms, records, timesheets, trip requests, route studies, trouble reports, misconduct reports, accident reports, and other clerical type activities as may be required
- Due to the characteristics of pupil transportation, must be available, reliable, flexible and adaptable to varying work hours and conditions
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities
- Assist in upholding and enforcing school rules, administrative regulations, and board policies

QUALIFICATIONS:

- Must be 21 years of age or older
- Must have a minimum of five years driving experience and provide a bus driving abstract from the Department of Licensing
- Successfully complete school bus driver training programs and courses established by the State Superintendent of Public Instruction and/or the school district prior to employment
- Must possess a valid Washington State School Bus Driver's Certificate or obtain upon employment which includes the physical, mental and training standards necessary to perform the duties, tasks and responsibilities of a school bus driver as described. Interstate commercial driver's license (CDL) certification is required as of January 1, 2012
- Must meet and maintain school bus driver requirements set forth in WAC 392-144
- Hearing capability must be sufficient to detect and distinguish traffic sounds occurring from any direction outside the bus, such as horns, whistles, sirens, trains, bells, etc., from a distance which will allow adequate time for defensive or evasive action to avoid a hazardous situation
- Vision must be 20/40 in best eye, with or without correction; approximately 140 degrees peripheral, which as a single criteria shall not be excluding; and depth perception adequate to reasonably determine distance and closing rate of other moving vehicles from a stationary or moving school bus. Eye coordination to avoid diplopia; color vision must be adequate to distinguish the colors of red, green and amber of a traffic light
- Ability to operate all hand and foot controls installed in a school bus as required by Washington State (minimum) School Bus Specifications
- Must be able to communicate effectively, both verbally and in written work
- Demonstrated ability to work effectively as a team member and be able to project a positive, friendly and caring attitude toward others
- Demonstrated ability to work effectively with people through organizational skills and commitment to follow through on task
- Must possess sufficient strength and agility to assist ill, injured or physically impaired students to enter or exit a school bus through the passenger service door and/or emergency exits as a normal routine, or when the bus has been damaged or has otherwise been rendered inoperable
- Must possess valid first aid and CPR cards (or obtain upon employment) and be willing to keep cards current
- Scores on district-administered achievement test that indicate appropriate skill and are consistent with established standards

- Neat, clean personal appearance; work apparel should be appropriate to promote a professional and safe work environment
- Must be able to uphold board policies and follow administrative procedures

EDUCATION:

- Secondary school diploma or equivalent or prior job related experience with increasing levels of responsibility

OTHER FUNCTIONS:

- Other job-related duties as assigned

RESPONSIBLE TO:

- Transportation Supervisor

Kelso School District #458 complies with all federal rules and regulations and does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups listed in Title 36 of the United States Code. The following employee(s) has been designated to handle questions and complaints of alleged discrimination: Holly Budge, Director of Human Resources, the school district's Title VII Officer and ADA Coordinator. People of disability may request reasonable accommodation in the hiring process by contacting, Holly Budge, Director of Human Resources, 601 Crawford Street, Kelso, WA 98626 or (360) 501-1924.

Inquiries regarding compliance procedures regarding students may be directed to Gunnar Guttormsen, Director of Student Services, the school district's Title IX & Section 504 Coordinator, 601 Crawford Street, Kelso, WA 98626 (360) 501-1900.

KELSO SCHOOL DISTRICT IS A DRUG AND TOBACCO-FREE WORKPLACE

FMLA regulations require all employers to post the [updated FMLA notice](#).

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Schedule A

Kelso School District #458 Transportation September 1, 2022 - August 31, 2023

Kelso Transportation - Years of Service	0-1	2-3	4-6	7-9	10-12	13-16	17-19	20-24	25-26	27+
Lead Mechanic	\$34.50	\$34.68	\$35.05	\$35.44	\$35.81	\$36.15	\$36.32	\$36.52	\$37.60	\$37.98
Mechanic	\$32.46	\$32.63	\$32.99	\$33.39	\$33.76	\$34.12	\$34.29	\$34.49	\$35.51	\$35.88
Mechanic Helper	\$25.85	\$26.22	\$26.58	\$26.96	\$27.29	\$27.68	\$27.83	\$28.03	\$28.89	\$29.18
Dispatcher	\$24.87	\$25.35	\$25.87	\$26.34	\$26.82	\$27.32	\$27.56	\$27.80	\$28.65	\$28.94
Driver Trainer/Assistant Dispatcher	\$25.43	\$25.88	\$26.29	\$26.72	\$27.11	\$27.52	\$27.75	\$27.97	\$28.81	\$29.11
Assistant Dispatcher	\$24.41	\$24.85	\$25.27	\$25.68	\$26.06	\$26.50	\$26.71	\$26.89	\$27.71	\$28.00
Driver Trainer	\$26.48	\$26.89	\$27.32	\$27.75	\$28.16	\$28.56	\$28.78	\$29.01	\$29.90	\$30.19
Regular Driver	\$24.32	\$24.81	\$25.30	\$25.76	\$26.26	\$26.75	\$27.01	\$27.24	\$28.05	\$28.33
Fueler	\$20.44	\$20.86	\$21.25	\$21.65	\$22.08	\$22.46	\$22.67	\$22.88	\$23.56	\$23.79

Substitute Driver \$24.32

Collective Bargaining Agreement 2021 - 2025

PSE of Kelso Transportation Kelso School District #458

Board Approval

By: Deane Conner
School Board President