

# DECATUR CITY SCHOOLS


Office of Human Resources

212 FOURTH AVENUE, SE  
DECATUR, ALABAMA 35601  
www.dcs.edu



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## MEMORANDUM

TO: All Personnel  
FROM: Yvette Evans   
DATE: July 26, 2023  
SUBJECT: **Bus Driver Vacancies**

The following positions are open and will be filled by the Decatur City Board of Education:

### TRANSPORTATION

**Bus Driver (5) - (4 hrs./182 days)**

**OPEN UNTIL FILLED**

Persons interested in the above positions should have a completed application in the online application system with the State of Alabama "Teach Alabama."

A link to the online system, "Teach Alabama," can be found at the Decatur City School's website: [www.dcs.edu](http://www.dcs.edu) entitled "Jobs."

Once you have completed your online application, to be considered for a certain job you **MUST**:

Click on "All Jobs."

Click the "View/Apply" link next to any position for which you wish to be considered, then click the button provided to express interest.

**NOTE:** You will not be considered for a position if you have not expressed interest by clicking the APPLY button.

September 29, 2005

**Decatur City Schools**

**JOB TITLE: Bus Driver**

**SUMMARY:** Drives school bus in a manner so as to insure safe transport of students to and from school and school functions.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:  
Maintain proper discipline on bus.

Keeps bus clean.

Services vehicle for safety before driving (checks fluid levels, lights, brakes, steering and replenishing fuel).

Keeps records of mileage, gas and oil consumption.

Reports mechanical problems to head mechanic.

Be available to cover additional trips due to early school release.

Be available to cover additional trips due to student evacuation training.

Be on time.

**NON-ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Other duties may be assigned as required.

**QUALIFICATION REQUIREMENTS**

**EDUCATION and/or EXPERIENCE:**

Less than high school education; or up to one month related experience or training; or equivalent combination of education and experience.

**LANGUAGE SKILLS:**

Ability to read and comprehend simple instructions, short correspondence, and memos.

Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations.

**MATHEMATICAL SKILLS:**

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's.

Ability to perform these operations using units of American money and weight measurement, volume, and distance.

**REASONING ABILITY:**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Valid Alabama Commercial Drivers License

Must satisfy the requirements established by the State Board of Education for Special Training and Licensing, including the obtaining of a physical examination report and/or waiver thereof signed by a licensed physician as required by Act No. 2012-372.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms, and talk or hear. The employee is occasionally required to walk.

The employee must occasionally lift and/or move up to 20 pounds. Occasional restraining of out-of-control students is required. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:**

While performing the duties of this job, the employee occasionally works in outside weather conditions.

The noise level in the work environment is usually very loud.

**DISCLAIMER:**

The preceding job description has been designed to indicate the general nature and level of work performed by an employee(s) within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of an employee(s) to this job.

The Decatur City School System does not discriminate on the basis of race, color, disability, sex, religion, national origin, or age in their programs, activities, or employment and provide equal access to the Boy Scouts and other designated youth groups. The Title IX Coordinator for Decatur City Schools is responsible for handling inquiries regarding the non-discrimination policies. The Title IX Coordinator can be reached by calling the Decatur City Board of Education at: (256) 552-3000.

DECATUR CITY SCHOOLS  
Annual Salary Schedule  
2023-2024

**Schedule R**  
**Bus Drivers \***  
**182 Days**

Rank	RA	RC
Step	20 Hrs/Wk	25 Hrs/Wk
0	18,057	22,571
1	18,673	23,341
2	19,291	24,114

\* Must hold & maintain Alabama School Bus Drivers License and Class B CDL with passenger and school bus endorsement.