



# Lansing Unified School District 469

200 East Mary Street  
Lansing, Kansas 66043  
913-727-1100  
www.usd469.net

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**Job Title:** Bus Driver

**Reports to:** Director of Transportation

**Purposes and Objectives of the Position:**

The Bus Driver provides clean, safe, and reliable transportation to ensure students enjoy the full advantage of district programs and activities. To accomplish these tasks, the Bus Driver must work closely with the staff and administration of the district.

**Qualifications:**

- High school diploma or equivalent.
- Valid Kansas CDL with required endorsements.
- Must have a current TB test.
- Meet all state requirements for bus drivers, including Defensive Driving, CPR, and First Aid Certification.
- At least one year of experience in driving some type of motor vehicle (which may be a private automobile), including experience throughout each of the four seasons.
- Successfully complete behind-the-wheel training.

**General Duties and Requirements**

- Provides clean, safe, and reliable transportation to ensure students benefit from district programs and activities.
- Ensures all activities conform to state school transportation guidelines.
- Helps disabled children get on and off the bus.
- Maintains discipline when students are on the bus.
- Reports those students who do not obey rules to the proper authority.
- Keeps assigned bus clean.
- Drives assigned route schedule.
- Checks bus before each operation for mechanical defects.
- Notifies the proper authority in case of mechanical failure or lateness.
- Discharges students only at authorized stops.
- Transports only authorized students.
- Reports all accidents and complete required reports.
- Enforces regulations against smoking, drinking, and eating on the bus.
- Attends all in-service meetings as required.
- Implements and follows all district health and safety policies, including all precautions of the Bloodborne Pathogens Exposure Control Plan.
- Implements and follows all transportation regulations.
- Implements all mandatory safety regulations for school buses.
- Performs other duties as assigned.

## **Physical Requirements / Environmental Conditions**

- Requires prolonged sitting.
- Requires turning and reaching.
- Requires driving skills, including ability to operate vehicle at night.
- Must work indoors and outdoors during the school year.
- Must be able to lift the hood of the bus (approximately 50 pounds).
- Must work in noisy, crowded, stressful environments with numerous interruptions.
- Must work in and around dust, fumes, and odors.

## **Knowledge, Skills, and Abilities Required:**

- Ability to work cooperatively and constructively with others, including the ability to communicate effectively with a broad number of audiences.
- Ability to manage job responsibilities and to meet the established district outcomes.
- Ability to use necessary district-identified computer hardware and software, and other district-provided technology.
- Ability to physically adapt to the compressed time schedule of a school day and year.

The district reserves the right to modify job duties or job descriptions at any time.

Approved by BOE 12/13/21