

BELPRE CITY SCHOOLS  
Job Description  
Bus Driver

**Reports To:** Transportation Supervisor

**Qualifications:**

The Bus driver shall meet all personnel qualifications and physical qualifications pursuant to 3301-83-06 and 3301-83-07 of the Ohio Pupil Transportation Operation and Safety Rules.

**Responsibilities:**

The bus driver will be directly responsible to the Superintendent.

**Specific Duties:**

1. Is responsible for the safe, efficient and orderly operation of the school bus in accordance with the local Board of Education Policy and the Ohio Pupil Transportation Operation and Safety Rules (3301-83-03 through 3301-51-10).
2. Operates in accordance with all Board of Education Policy and Procedures.
3. Realizes the important link between the public and the school district inherent in the position and conduct themselves in a manner that promotes good public relations for the district.
4. Follow the chain of command and procedures established by the district reporting matters, concerns and/or problems.
5. Takes/makes no unauthorized trips, stops and/or riders.
6. Keep an accurate, up-to-date list of all riders.
7. Conduct the necessary emergency drills and provide documentation thereof.
8. Perform pre-trip inspection in accordance with 3301-83-11 and provide documentation thereof.
9. Performs such other duties as the Superintendent deems necessary for the safe, efficient and/or orderly operation of the transportation department.

Length of Contract Year: Days determined by district calendar.

Evaluation: Performance of this job to be evaluated annually by the Superintendent.