

**South Tippah School District  
Bus Driver  
Job Description**

**Qualifications:**

- High School Diploma
- An acceptable driving record
- Possesses and maintains a current CDL with Passenger, School Bus, and Airbrake Endorsements.
- Current Mississippi Bus Driving School Certification
- Must be subject to random drug and alcohol testing.

**Reports To:**

Transportation Director

**Job Goal:**

To provide safe and efficient transportation so that students may receive the benefits of South Tippah School District's curriculum and extracurricular programs.

**Performance Responsibilities:**

1. Obey all traffic laws
2. Observe all mandatory safety regulations for school buses
3. Maintains discipline when students are on the bus
4. Arrive at designated locations at assigned times
5. Routinely enforces all regulations against smoking or eating on the bus, and any other such regulations as may be in force within the district, applying the effect of such enforcement to every student on the bus
6. Train all riders to observe transportation regulations
7. Promptly reports undisciplined students to proper authority
8. Keeps bus clean at all times
9. **Follows route and pupil assignment as assigned by the Transportation Director. (Routes are subject to change.)**
10. Checks bus thoroughly prior to and immediately following each operation for mechanical defects or other evidence of unsafe conditions (Pre-trip / Post-trip inspection)
11. Promptly notifies Bus Shop Foreman in case of mechanical defects or failure
12. Exercises responsible leadership when on out-of-district school trips
13. Transports only authorized persons
14. Promptly reports all accidents to the Transportation Director and completes all required reports in a timely and efficient manner
15. Maintains, completes, and turns in all paperwork assigned by Transportation Director
16. Guards against any action that would result in damage to the school bus and/or other property
17. Always operate the school bus in a manner that will gain the confidence of the students, parents, and other motorists

18. Perform a minimum of two school bus evacuation drills (one each semester) a school year utilizing appropriate emergency procedures

**Terms of Employment:**

Salary and work year are determined by the School Board.

**Evaluation:**

Performance in this position will be evaluated by the Transportation Director in accordance with provisions of the School Board's policy on Evaluation of Support Services Personnel.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Agreed to by: \_\_\_\_\_

Date: \_\_\_\_\_