

JOB DESCRIPTION

TRENTON BOARD OF EDUCATION

Walking School Bus Driver

JOB TITLE: Walking School Bus Driver

REPORTS TO: FACE/Transportation Department

NATURE AND SCOPE OF JOB:

Walking School Bus Drivers work Monday through Friday for approximately 10-15 hours a week. The hours are flexible based on school schedules and on district needs (i.e. ½ days of school, delayed openings, etc.). During the regular school year, they will convene at designated locations in the city to assist elementary and intermediate aged students to and from school. Stellar attendance is mandatory in order to facilitate student achievement and continuity of education throughout the school year.

QUALIFICATIONS:

The Walking School Bus Driver shall:

1. Must be 18 years of age or older.
2. Must be eligible to work in the U.S.
3. Must successfully pass criminal history/background check.
4. Knowledge of basic safety practices.
5. Methods and techniques of assisting children across busy streets.
6. Valid government ID required.
7. Must be willing to utilize a tracking device in furtherance of executing all job duties.

JOB FUNCTIONS AND RESPONSIBILITIES:

The Walking School Bus Driver shall:

1. Provide crossing guard services at assigned locations; assist elementary and intermediate school children crossing busy streets and intersections; assist general public crossing streets as needed. Verbally directing children across the streets and designated routes to and from school;
2. Must have the ability to observe vehicles and pedestrians, read signs, and recognize potentially dangerous traffic situations and environmental hazards such as potholes, ice, sidewalk obstructions;
3. Ensure children cross streets only when safe; stop vehicles by using mechanical signals, hand held stop signs; and control students while waiting for traffic to clear;
4. Report license numbers of vehicles in violation of school crosswalk-related traffic laws to supervisor; report suspicious vehicles or strangers loitering near schools;

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5. Ensure that children are aware of proper safety rules when crossing streets; and instruct children in basic safety techniques when crossing streets;
6. Recognize and communicate potentially dangerous traffic situations and hazards in the environment to their supervisor;
7. Greet and interact with parents, guardians, students and community members courteously; answer questions and provide information related to WSB program;
8. Remain visible to the public during working hours; remain calm and respond accordingly to emergency situations;
9. Effectively fulfill job requirements outdoors in all weather, including rain, fog, snow, sleet, cold, heat, humidity, and wind;
10. Record license numbers of vehicles disregarding traffic signals.

PHYSICAL DEMAND & ENVIRONMENT DESCRIPTION:

Physical Demand	Description	Frequency
Walking	Walks on various surfaces including asphalt, concrete, uneven pavement, dirt, grass, uneven ground	Continuously
Reaching	May reach to push buttons to activate “walk/don’t walk” traffic signal	Continuously
Turning/Twisting	Turns head and body to observe traffic	Continuously
Agility/Balance	Lifts both feet over curb and steps off curb Walks on snow, ice, uneven pavement Can react and move quickly to avoid vehicles	Continuously
Communicate verbally	Speaks clearly, and firmly to instruct child pedestrians and other pedestrians during crossing street(s)	Continuously
Communicate in writing	Writes sufficiently to report problems	Occasionally
Tolerance for weather extremes	Performs crossings in rain, fog, snow, sleet, cold, heat, humidity, and wind	Continuously

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Vision	To observe vehicles and pedestrians, read signs, and recognize potentially dangerous traffic situations and environmental hazards such as potholes, ice, sidewalk obstructions	Continuously
Hearing	To recognize vehicles approaching from any direction, backup alarms, horns; to hear children and other pedestrians speaking in a potentially noisy, distracting environment	Continuously
Environment	Exposure to heat, cold, noise, dust, grease, smoke, fumes, gasses, moving objects/vehicles, inclement weather conditions; work on slippery or uneven surfaces.	Continuously

SALARY: \$25.00 per route per day

EOE STATEMENT: TPS is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristic protected by law.