

Job Title: OPS Bus Operator - Athletics

Compensation: \$17.36 - \$17.36

FLSA Status: Non-exempt

Salary Admin Plan: OPS (temporary-part-time)

Pay Grade: OPS Career Level 4

Position Summary:

Incumbents operate a school bus and/or a multi-passenger motor coach, and college vans. Responsibilities may include performing pre-trip inspections of vehicles; dispensing fuels; performing minor vehicle repairs; scheduling travel routes; maintaining vehicle schedule and other duties as assigned.

Requirements:

Education:

High School Diploma or equivalent (GED)

Experience:

One year of experience driving a school bus or multi-passenger motor coach

**An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job may be acceptable in lieu of those requirements listed above.*

Knowledge:

- Safe driving principles and practices;
- Vehicle cleaning principles and practices;
- Basic vehicle maintenance inspection principles;
- Customer service principles;
- Record keeping principles;
- Computers and related software applications.

Skills:

- Ability to read road maps and follow predetermined directional routes

- Conducting bus inspections and recognizing defects;
- Completing forms, reports, and or logs;
- Performing vehicle cleaning duties;
- Maintaining records and logs;
- Using a computer and related software applications;
- Communication, interpersonal skills as applied to interaction with subordinates, coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to give and receive work direction.

Physical:

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, seeing and repetitive motions.

Medium Work: Exerting up to 70 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Incumbents may be subjected to fumes, odors, and extreme temperatures.

License:

Valid Class B Florida CDL

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