

**Eufaula School District  
Position Description**

**JOB TITLE:** Bus Driver

**REPORTS TO:** Principal

**SUMMARY:** Drives bus to transport students over specified routes according to time schedule. Complies with traffic regulations.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** *Other duties may be assigned.*

- => Drives a school bus safely and professionally.
- => Performs and properly completes daily pre-trip inspections.
- => Complies with all traffic ordinances.
- => Complies with discipline policies set forth in school district policies.
- => Participates in safety training.
- => Shows proficiency in handling and maneuvering the school bus.
- => Maintains cleanliness of bus at the end of each day's route.
- => Clocks in and out each work day if support personnel.

**SUPERVISORY RESPONSIBILITIES:** Supervises students while transporting them.

*QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.*

**REQUIREMENTS:**

- => Must have a high school diploma or general education degree (GED).
- => Must have no points on driving record.
- => Able to pass a physical including a drug/alcohol test.
- => Must have proper licenses.
- => Must keep current on bus training.

**OTHER SKILLS AND ABILITIES:**

Ability to work in a friendly manner with co-workers and students. Ability to read and understand maps. Ability to perform duties with awareness of all district requirements and Board of Education policies.