



## Oxnard School District Bus Driver

<b>SALARY</b>	\$23.85 - \$29.02 Hourly	<b>LOCATION</b>	CA, CA
<b>JOB TYPE</b>	Classified	<b>JOB NUMBER</b>	23-24:129
<b>DEPARTMENT</b>	CLASSIFIED PERSONNEL	<b>OPENING DATE</b>	02/20/2024
<b>CLOSING DATE</b>	3/4/2024 4:00 PM Pacific		

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### Description

For an overview of the Classified Employment Process including information on application screening, testing, health and welfare benefits, and advanced salary step placement, please click [here](#) (Download PDF reader).

#### **Current Vacancy:**

**1 - Bus Driver position for 6.0 hours per day, 183 workdays per year**

*Currently testing for an eligibility list at this time which will be used to fill vacancies for up to one year.*

Under the direction of the Transportation Manager, drives a school bus over designated routes in accordance with time schedules; picks up, discharges, and provides for the safe and efficient transportation of District students; and performs a variety of duties relative to assigned area of responsibility.

### Examples of Duties

- Drives school buses over designated routes in accordance with time schedules, picking up and discharging students;? Escorts students across streets and roadways, stopping traffic as required; loads and unloads students in compliance with VC 22112;
- Monitors two-way radio and receives information regarding road and traffic conditions, changes in route assignments, transfers, or time schedules and maintains communication with dispatcher and other drivers;
- Performs safety bus inspection of gauges, fluid levels, doors and emergency exists, fire extinguisher, lights, tires and brake systems in accordance with designated safety checklist; ensures bus is in safe operating condition prior to daily operation; reports any bus malfunctions to District mechanic;
- Maintains order and appropriate behavior among students on buses; follows District policies regarding student control and contact with parents, teachers, administrators, and the public;
- Maintains proper fluid levels by adding fuel, water, coolant, and oil as needed; cleans exterior and interior of buses including picking up debris, sweeping floor, wiping upholstery, dusting dashboard, washing the exterior, and cleaning windshields, windows, and headlights;
- Maintain records and completes necessary paperwork concerning vehicle maintenance and needed repairs, miles driven, number of children transported; prepares student conduct, incident, and accident reports;
- Adheres to emergency procedures such as accident reporting and equipment malfunctions;
- Oversees evacuations of students during emergency situations; performs emergency assistance as needed including first aid and evacuating all passengers in the quickest and safest way possible;
- Transports students, teachers, and other adults on field trips to various locations; reads maps to determine field trip location and plans best travel route; ensures departure and arrival times are met;
- Drives bus to repair shop as required.

## Other Related Duties

- Attends scheduled safety meetings; ensures bus operations are conducted in compliance with District safety rules and regulations;
- Performs related duties and responsibilities as required.

***Please refer to the "Employment Standards" section of this bulletin to make sure you meet all requirements before applying.***

## Employment Standards

**Education:** Graduation from high school or equivalency is desirable.

**Experience:** Experience as a school bus driver is desirable.

### License or Certificate

**Special:** Possession of a valid Class A or B, California Commercial Driver License with Passenger, School Bus, and Air Brake Endorsements, a current DL-51a Medical Examiner's Certificate, a California Special Driver Certificate designated for School Bus (with no restrictions for Air Brakes and/or Conventional Type-II buses only) issued by the California Department of Motor Vehicles, and if applicable, a valid first aid certificate comparable to the American Red Cross Standard First Aid Certificate.

Ability to be insured, and continue to be insurable, by the District's liability insurance carrier.

All licenses, certificates, and other requirements listed above are required at the time of employment and must be maintained during the course of employment unless otherwise noted.

This classification has been designated as safety-sensitive in accordance with the drug and alcohol testing requirements adopted by the District pursuant to Board Policy.

**Failure to attach and submit the documents indicated above will result in your application being considered incomplete and rejected.**

## Supplemental Information

*This is a **Dual certification** recruitment: Candidates who attain a passing score on each examination part will be placed in rank order on an eligibility list after promotional credits are added to the composite test scores of promotional candidates. These examinations are open to permanent employees and the public.*

**Click the Classification below for the full job description and duties**

Bus Driver

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### Agency

Oxnard School District

### Address

1051 South A St.

Oxnard, California, 93030

### Phone

(805) 385-1501 x 2071

### Website

<http://www.oxnardsd.org>

## Bus Driver Supplemental Questionnaire

\*QUESTION 1

This serves as a checklist when submitting your application. Failure to submit all documents noted below before the final filing date will result in disqualification. 1) Class A or B, California Commercial Driver's License with Passenger, School Bus, and Air Brake Endorsement 2) Current DL-51a Medical Examiner's Certificate 3) California Special Driver Certificate designated for School Bus (no restrictions for Air Brakes or Conventional Type-II buses only) – Issued by CA DMV 4) Valid First Aid Certification issued by an authorized agency or qualification by California Highway Patrol First Aid Examination. This certification may be obtained during probation period. Have you attached all of these documents to your online application?

- Yes
- No

**\*QUESTION 2**

A current valid First Aid Certification issued by an authorized agency or qualification by California Highway Patrol First Aid Examination is required. This certification may be obtained during probation period. Are you willing and able to meet this requirement?

- Yes
- No

**\*QUESTION 3**

**Testing and Interview Dates Notice:** Please note and save the following dates for testing and interviews. All communication regarding your application and/or status will be sent to the email address listed on your application. Please check your email regularly throughout the recruitment process as you will not receive communications by any other method. **Qualifications Appraisal Interview – March 14**

- I certify that I have read this notice and understand the instructions provided.

**\*QUESTION 4**

This brings you to the end of your application. Before submitting your application, please make sure you have done the following: 1. Read the job description and understand the position you are applying for 2. Read the Employment Standards and meet the required experience and education requirements listed and clearly state your relevant experience and education on your application, including any proof of education required (this standard will be used to screen ALL applications received) 3. You have completed all sections of the application and answered all questions thoroughly

- I certify that I have read this notice and understand the instructions provided.

\* Required Question