

JOB POSTING

The following Substitute Bus Driver position is open in the School District of Weyauwega-Fremont for the 2018-2019 school year. Application forms (Support Staff) can be obtained from the district website at www.wegafremont.k12.wi.us . Interested individuals should submit the application to: School District of Weyauwega-Fremont, Attn: Don Lederhaus, P.O. Box 580, Weyauwega, WI 54983-0580.

JOB TITLE: SUBSTITUTE BUS DRIVER

Qualification:

1. Must possess a temporary Commercial Drivers License.
2. Must demonstrate aptitude or competence for assigned responsibilities.
3. Must demonstrate a strong concern for and a good understanding of children.
4. Must maintain a good driving record.
5. Must not have convictions, which substantially relate to being a driver for the School District of Weyauwega-Fremont.
6. Must pass a physical examination.
7. Must possess good communication skills in dealing with parents, teachers, and supervisors.
8. Must respect the confidentiality of student information.

Reports to: Transportation Supervisor & District Administrator

Job Goal: To transport district children in a safe and healthy manner.

Job Responsibilities:

1. Obeys all traffic laws.
2. Observes all mandatory safety regulations.
3. Maintains discipline while transporting student(s).
4. Reports undisciplined student(s) to Transportation Supervisor on required forms.
5. Keep vehicle clean and in safe operating condition.
6. Discharge student(s) only at authorized stops.
7. Keep to assigned route.
8. Checks vehicle before each operation for mechanical defects.
9. Notifies the Transportation Supervisor in case of lateness.
10. Transports only authorized student(s).
11. Reports all accidents by completing the required forms.
12. Must follow all policies and rules related to the transportation operation.
13. Perform other duties assigned by the Transportation Supervisor.
14. Drivers who do not comply with the above will be subject to disciplinary action.