

APPROVED

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George County School District

School Bus Driver Job Description

SCHOOL BOARD



Job Purpose

- Safely and efficiently transport students, staff, and authorized passengers to and from school, designated bus stops, and school-related activities.
- Operate a school bus in full compliance with Mississippi Department of Education (MDE) regulations, state traffic laws, and district policies.

Knowledge, Skills, and Abilities

- Knowledge of all applicable traffic laws, road signs, and school bus safety regulations.
- Knowledge of defensive driving techniques and safe loading and unloading procedures.
- Ability to maintain appropriate student behavior and ensure a safe, orderly, and respectful bus environment.
- Ability to read and follow route maps, schedules, written instructions, and oral directions, and adapt to detours or changing road conditions.
- Basic mechanical knowledge to conduct required pre-trip and post-trip inspections.
- Ability to effectively use communication equipment, including two-way radios.
- Effective verbal and written communication skills.
- Ability to remain calm and respond appropriately in emergency or high-pressure situations.
- Physical ability and manual dexterity to operate the bus, inspect equipment, clean the bus, and move throughout the vehicle.
- Visual and auditory acuity within professionally determined normal ranges, with correction if needed.
- Ability to establish and maintain cooperative working relationships with students, parents, and staff.

Minimum Qualifications

- Must be at least twenty-one (21) years of age.
- Valid Mississippi driver's license.
- Valid Commercial Driver's License (CDL) Class A or B with Passenger (P) and School Bus (S) endorsements.
- Valid Mississippi School Bus Driver's Certificate issued by the MDE.
- Must pass a Department of Transportation (DOT) physical examination and meet state vision and hearing standards.
- Must pass criminal background check and pre-employment drug and alcohol screening; subject to random testing thereafter.
- Clean driving record with no serious traffic violations.

Duties and Responsibilities

- Demonstrates prompt and regular attendance.
- Safely operate a school bus on assigned routes and schedules, including regular routes and school-related trips.
- Load and unload students at designated stops using established safety procedures.
- Conduct and document daily pre-trip and post-trip inspections; report mechanical deficiencies promptly.
- Perform required post-route checks to ensure no student remains on the bus at the conclusion of each trip.
- Maintain cleanliness of the bus and refuel as necessary.
- Maintain order and discipline among students in accordance with district policies and report misconduct as required.
- Maintain accurate records, including mileage, fuel usage, student counts, route timing data, and incident reports.
- Ensure communication devices are operational prior to each trip.
- Participate in required emergency evacuation drills and respond appropriately to accidents or emergencies, completing all required reports.
- Monitor routine maintenance needs and ensure the bus is transported for scheduled service when required.
- Attend required training sessions and professional development activities.
- Perform other duties as assigned by the Transportation Director or immediate supervisor.
- Supports the George County School District Core Beliefs and Mission.

Reports to: Transportation Coordinator

Terms of Employment: At Will / 183 Days FLSA Status: Non-Exempt

DISCLAIMER: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

	Employee's Printed Name
	Employee's Signature & Date
	Supervisor's Signature & Date