

## Job Announcement

# Mississippi Schools for the Deaf and the Blind

[HTTPS://MSDBK12.ORG/NOW-HIRING/](https://msdbk12.org/now-hiring/)



**Position Type:** *District*

**Job Title:** *Bus Driver*

**Date Posted:** *01/31/2024*

**Location:** *Mississippi Schools for the Deaf & the Blind/Jackson, MS*

**Date Available:** *Immediately*

**Closing Date:** *Until Filled*

**Reports To:** *Transportation Director*

### **PURPOSE:**

A MS Schools for the Deaf and the Blind (MSDB) school bus driver shall strive to be safe, professional, fair and friendly in the discharge of duties.

### **MINIMUM QUALIFICATIONS:**

- Minimum age of 21.
- Possess a valid Commercial Driver's License (CDL) Class B with P and S endorsements.
- Possess a valid bus card certifying completion of Mississippi school bus driver's training course.
- Submit to a successful background check.
- Submit to successful pre-employment, annual and random drug screenings
- Obtain a Medical Examiner's Certificate of a completed DOT physical examination.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Strive for the safety of all bus passengers.
- Maintain a clean bus.
- Keep such transportation records and reports as may be required.
- Obey and observe all local, state and federal school bus transportation law.
- Ensure students know, understand and follow all bus rules.
- Instruct students on loading, unloading and proper evacuation procedures.
- Report in writing all misconduct by students to school principals.
- Report defective equipment, needed repairs, flat tires and other irregularities.
- Report all accidents immediately to proper authorities.
- Operate bus in such a manner to maintain schedule and not abuse the bus.
- Never violate state law with personal use of bus.
- Park bus at designated locations or alternates pre-approved by the Transportation Director.
- Permit no one except a state and district approved substitute driver to drive the bus.
- All substitutes must be called through the transportation office.
- Never change the bus route or bus stops without prior approval of the Transportation Director.
- Properly document daily pre-trip inspections.
- Bring bus into bus shop for periodic maintenance and check-ups as directed.
- Permit no person to ride the bus at any time who is not officially enrolled in an MSDB school unless prior approval has been obtained from responsible school authorities.
- Attend all transportation meetings and training upon direction of the transportation director.
- Enter into an agreement with MSDB to faithfully perform duties as prescribed by the State Board of Education and Director of Transportation.
- Obtain written field trip permits for scheduled trips other than regular bus routes and keep permits on person or on the bus during trips.
- Drivers of special education buses with wheel chair lifts must maintain, operate wheel chair lift in automatic or manual mode, and be prepared for emergency evacuation of special education students as required.
- Substitute drivers shall possess the same qualifications as regular drivers and shall be governed by the same rules, regulations and laws as the regular driver.
- Pick-up and drop-off students at approved bus stops only.

- Adhere to the Mississippi Code of Ethics.
- Maintain confidentiality and privacy of all MSDB records
- Perform such other tasks and assume such other responsibilities as may be assigned by the supervisor or superintendent.

***PLEASE SUBMIT YOUR RESUME AND THREE REFERENCES TO JACOB BOWMAN AT [HR@MSDBK12.ORG](mailto:HR@MSDBK12.ORG) TO APPLY, OR VISIT [WWW.MSDBK12.ORG](http://WWW.MSDBK12.ORG) FOR MORE INFORMATION.***