

SCHOOL BUS DRIVER – AUTOMOTIVE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: This is skilled manual work involving responsibility for the operation and automotive repair and maintenance of a large automotive vehicle. The incumbent is responsible for the safety and conduct of the children who are passengers. The work is performed under general supervision with considerable leeway allowed for carrying out the details of the work efficiently and economically.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Operates a school bus on a regular schedule or on special occasions;

Checks the operating condition of the bus before starting on a trip;

Reports and operational defect to immediate superior;

Informs children about safety practices;

Maintains records of mileage, routes, times and incidents;

Maintains orderly conduct of children on bus;

Keeps interior and exterior of vehicle clean and neat;

Performs skilled operations in making general repairs on motor equipment.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Good knowledge of driving safety practices and traffic laws and regulations; ability to operate a bus under difficult driving and road conditions; ability to get along well with children and command their respect; good knowledge of standard automotive repair methods and of the terminology and tools of the trade; demonstrated ability to make the repairs to automotive equipment; some knowledge of the machinist trade; ability to work from plans and specifications;

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ability to interpret written and oral instructions; mental alertness; manual dexterity; and dependability.

MINIMUM QUALIFICATIONS: Eligibility for the appropriate level New York State Driver's License at the time of application. Possession of license at the time of appointment and either:

- (A) Graduation from high school or possession of an equivalency diploma and two (2) years of experience in the operation or repair of buses or other equipment used in the transportation of passengers; or
- (B) Three (3) years of experience as described in (A) above; or
- (C) An equivalent combination of training and experience as described in (A) and (B) above.

NOTE: In addition, candidates must satisfy the requirements for School Bus Driver set forth in the Rules and Regulations of the New York State Commissioner of Education.