

BUS DRIVER – CLEANER

GENERAL STATEMENT OF DUTIES: Operates a school bus and performs routine building cleaning duties; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work involving responsibility for the safe transportation of school children on an assigned bus route and for the performance of simple cleaning tasks. The work is performed under general supervision in accordance with a well-established routine.

EXAMPLES OF WORK: (Illustrative only)

- Operates a school bus on a regular schedule or on special occasions;
- Checks oil, water, gasoline, and tires before starting on a trip;
- Directs children on safety practices when entering and leaving bus;
- Maintains orderly conduct of children on bus;
- May be required to operate a station wagon or other similar vehicle;
- May be required to perform minor maintenance tasks on the vehicle;
- Dusts chairs, tables, desks and other furniture;
- Washes windows, walls, woodwork, water closets, tubs and bowls;
- Sweeps, mops and washes floors;
- Gathers and disposes of refuse;
- Cleans and polishes furniture and brass.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Good knowledge of driving safety practices and traffic laws and regulations; working knowledge of cleaning methods, materials and equipment; ability to operate a bus under all driving and road conditions; ability to make minor repairs to the vehicle; ability to understand and follow simple oral and written directions; ability to get along well with children and command their respect; mechanical aptitude; mental alertness; dependability; good physical condition.

ACCEPTABLE EXPERIENCE AND TRAINING: Candidates must be at least 21 years of age and be eligible for a Class II Chauffeur's License issued by the New York State Department of Motor Vehicle at the time of application for appointment. Possession of the license at the time of permanent appointment.

Non-competitive class