

Transportation Specialist Job Description

Reports To: Principal, Christ Lincoln Schools

Status: Part Time

Job Overview: The Transportation Specialist will transport elementary students on a regularly scheduled route each school day.

Responsibilities and Duties:

- Arrive at least 15 minutes prior to scheduled route start time, complete inspection of the bus and be prepared to greet children a minimum of 10 minutes prior to route start time.
- Ability to operate a bus safely.
- Comply with all motor vehicle laws.
- Knowledgeable in all emergency procedures.
- Attentive to traffic and weather conditions and ensure passenger safety.
- Greet parents and ensure children are property checked in.
- Follow a planned bus route, making scheduled stops to pick up or drop off children.
- Provide supervision of children enroute and while waiting for parents to pick up.
- Report any mechanical issues with the bus such as brakes, steering, or other issues immediately.
- Must be 25 years of age with a valid driver's license and good driving record.

Spiritual Gifts:

- Serving
- Shepherding

Skilled In:

- Patience
- Grace filled correction

Personal characteristics:

- Dependable
- Observant
- Kind