

OPEN

POSTING DATE: 07/16/2009
CLOSING DATE:
POSTING NUMBER: 000577
LOCATION: Transportation
POSITION TITLE: Driver Trainer
JOB QUALIFICATIONS: REQUIRED:

- * High School Diploma or GED
- * Commercial driver's license
- * Five years of bus driver experience or any combination of education and experience sufficient to perform the essential functions of the position.

PREFERRED:

Experience in transportation/dispatching area.

JOB DESCRIPTION:

ESSENTIAL DUTIES:

- * Provides assistance to the Director of Transportation and the District to attain both immediate and/or long range goals and objectives.
- * Conducts classes for bus and van drivers on road training in order to obtain Commercial Driver's License and Bus Certification.
- * Maintains required documentation for audits in compliance with state certification, meeting all district/state/federal requirements.
- * Prepares classroom materials and packets for training.
- * Provides behind-the-wheel training.
- * Provides instruction related to school bus safety procedures and regulations.
- * Identifies training requirements for new and experienced drivers.
- * Evaluates knowledge and skills of drivers.
- * Assists with in service training and activities.
- * Prepares required reports.
- * Assists with driver dispatch.
- * Substitutes as a bus driver, as needed.
- * Performs all other duties as assigned.

SUPERVISION: Director of Transportation

OTHER INFORMATION: If you would like us to upload your supporting documents (transcripts, letters of recommendation, etc.) to your online application, mail us clear copies of your materials to 500 W. Guadalupe Rd., Tempe, AZ 85283. Please do not fax the documents. Tempe Union High School District does not discriminate on the basis of race, color, national origin, sex, age or handicap in admission or access to, or treatment or employment in its educational programs or activities. Inquiries concerning Title VI, Title VII, Title IX may be referred to the Athletic Director, and Section 504 may be referred to the Section 504 Coordinator, 500 West Guadalupe Road, Tempe Arizona 85283-3599, (480) 839-0292. In accordance with Arizona law and Governing Board Policy, Tempe Union High School District is a smoke-free, tobacco-free work environment.

APPLY TO: INTERNAL APPLICANTS - Complete Internal Request For Interview Form and submit to Human Resources. EXTERNAL APPLICANTS -

Complete online Classified application (www.tuhsd.k12.az.us), click on the Careers At TUHSD tab and follow the instructions.

COMPENSATION: Full time, non-exempt position, 40 hours per week, 261 days per year Appropriate placement on the Classified Salary Schedule grade 21 (\$14.54-\$16.07) depends on experience
DAYS: 261

Click link below for the Tempe Union High School District web site.

<https://winocular.tuhsd.k12.az.us/winocular/jobs/logo.jpg>>