

**JOB TITLE: SCHOOL BUS DRIVER TRAINER AND SAFETY COORDINATOR**

**JOB DESCRIPTION:**

This employee is responsible for training school bus drivers and promoting safety on school buses.

Duties of this position include but are not limited to:

1. Recruiting and training school bus drivers and transportation assistants.
2. Developing and providing inservice training.
3. Serving on the Safe Driver Plan Committee and maintaining all records pertaining to the plan.
4. Organizing and conducting the local School Bus Driver's Road-e-o.
5. Testing and maintaining records for school bus driver recertification.
6. Investigating school bus accidents.
7. Evaluating driver performance.
8. Investigating and evaluating hazardous walking areas.
9. Performing other duties as assigned.

**REQUIRED QUALIFICATIONS:**

1. Functional literacy.
2. Previous school bus transportation or related experience.
3. Florida school bus driver trainer certificate.
4. Defensive driving instructor certificate.
5. Florida school bus driver's certificate.
6. Appropriate valid Florida driver's license for vehicle(s) driven.

**DESIRED QUALIFICATIONS:**

1. Bachelor's degree.
2. Driver education certification.