

# Job Posting

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## Job Opening Information DIRECTOR OF TRANSPORTATION

### Position Title

DIRECTOR OF TRANSPORTATION

### Required Application Type

Teacher / Admin

### Salary/Pay Scale

\$100,000 COMMENSURATE WITH EXPERIENCE

### Job Number

250

### Application Deadline

9/8/2023

### Position Start Date

10/23/2023

### Job Description

This is an administrative position involving the responsibility for the safe and efficient operation and maintenance of the transportation program of the district. The work is performed under the direction of the Chief Business & Financial Officer. Supervision is exercised over approx. 115 transportation personnel which requires fostering a positive work environment, effective communication with staff, addressing operational concerns, and evaluation and discipline. Responsibilities include all aspects of a large transportation entity including student routing, budget development and management, reporting to federal and State partners, management of fixed assets including capital acquisition and sales, oversight of bus mechanics, and coordination of the District's EV Bus initiative and charging infrastructure. Responsible for oversight of the proper administration of the collective bargaining agreement. Works with other school administrators to responsively resolve student/parent concerns, requiring good public relations skills. Demonstrated school bus routing and scheduling skills. Oversight of \$6M departmental budget and 100+ vehicle fleet. Ability to work effectively in stressful situations. Plans and implements bus safety program.

### Civil Service Title

DIRECTOR OF TRANSPORTATION

### Job Qualifications

High School graduate and three (3) years' experience in school bus transportation operations including one (1) year in a supervisory capacity. Possess a valid Class B license with P and S endorsements, issued by the NYS DMV. Associate's Degree and five (5) years' experience in school bus transportation operations including one (1) year in a supervisory capacity, is preferred.

Any person with permanent Civil Service status as a Transportation Director or Transportation Supervisor (or reachable on existing Civil Service eligibility list) may apply if interested, or any position deemed equivalent. Applicants may also possess an SDBL or Civil Service status within the Business Official, Human Resources or Labor Relations Specialist series of titles. Provisional appointment may be made in the event a certified list is not available.

### Application Procedure

Address cover letter to:

John P. McPhillips, Jr.

Chief Business and Financial Officer

Bethlehem Central School District

700 Delaware Avenue

Delmar, NY 12054

### Job Category

Administrative

### Job Location

District Wide

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**Bethlehem Central School District**

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