

19-A EXAMINER/DRIVER TRAINER

Location: Guilderland Central School District Transportation Department

Start Date: As soon as possible

Minimum Qualifications: Graduation from High School or possession of High School equivalency diploma AND three (3) years' experience as a school bus driver.

DISTINGUISHING FEATURES OF THE CLASS:

These duties involve the responsibility for training and/or retraining of new and experienced bus drivers and bus monitors. The incumbent is also responsible for testing drivers, new and experienced, under the required Department of Motor Vehicles laws and regulations. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Maintain 19A and SED files and records related to accident, road tests, defensive driving, and safety courses;
- Conducts evaluations on new and experienced drivers;
- Reviews defensive driving records, and conducts biennial written and road tests;
- Trains or retrains new and experienced school bus drivers and provides detailed information to Transportation Supervisor, including recommendations regarding hiring;
- Facilitates and participates in 2 annual safety refreshers and clinics to assist drivers who have been identified as needing help in correcting a deficiency in their driving or other work related activity; as well as monitors
- Operates school buses in the absence of employees or emergency in situations;
- Schedules Fingerprints bus drivers and bus monitors, if needed.
- Facilitates 3 annual bus safety drills per year.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

- Good knowledge of the operation of buses;
- Good knowledge of driving safety practices and traffic laws and regulations;
- Good knowledge of the School Districts policies pertaining to transportation;
- Good knowledge of the laws and regulations of the Department of Motor Vehicles and the State Education Department;
- Ability to organize and maintain records.

SPECIAL REQUIREMENT (at time of application):

CDL Class B license with "P" and "S" endorsements.
19-A certified by the Department of Motor Vehicles to test drivers.
SBDI preferred

Salary: \$45,000-\$55,000

Application Deadline: July 30, 2021

If you are interested in an open position, [please apply through the Capital Region Online Applications System \(OLAS\)](#) or send an application to:

Mr. Regan D. Johnson, Assistant Superintendent for Human Resources
Guilderland Central School District
P.O. Box 18, 8 School Road
Guilderland Center, NY 12085

The Guilderland Central School District does not discriminate on the basis of age, race, color, religion, creed, disability, marital status, military status, national origin, gender identity or expression, or sexual orientation in its educational programs or employment. No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position or program for which application has been made.

