

Position Title: Transportation Supervisor

Salary/Pay Range: Starting salary \$85,0000

Start Date: December 2023

Description:

Potsdam Central School District is seeking a Transportation Supervisor. This is a Civil Service position. Currently, a list does not exist. This will be a provisional appointment subject to being reachable on the list once the exam is given and taken.

An employee in this class plans, assigns, and directs the work of a substantial number of employees engaged in the operation and maintenance of school transportation equipment. The work involves establishing bus routes and time schedules for each school, as well as supervising the maintenance, repair and inspection of all vehicles in the district. The incumbent is responsible for reviewing the operation of the transportation unit and for acting as an advisor on school transportation matters. The incumbent is responsible for the preparation of all required reports and records of the transportation unit. Work is performed under the general supervision of an administrative supervisor who reviews the work through conferences, written reports and the results of state inspections. Does related work as required.

Candidate must possess valid NYS CDL B.P.S endorsements along with excellent verbal and written communication skills.

Experience in related fields preferred, two years supervisory desirable.

Please complete the online application at <https://forms.sllboces.org/Forms/CommonApplication> and address all application materials to Mr. Jerry Griffin, Supt. of Schools, 29 Leroy St., Potsdam, NY, 13676

Application deadline: August 31, 2023