

Arlington School District No. 16

Job Description

JOB TITLE: Bus Washer

CLASSIFICATION:	Classified
LOCATION:	Transportation
REPORTS TO:	Director of Transportation
HOURS:	Up to 2.0 hours per day / 180 days per year
SALARY:	Per PSE Schedule A

SUMMARY: Under the supervision of the Director of Transportation, the Bus Washer will wash and clean all District's vehicles to specified standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Establish and maintain a climate of concern and respect for all students.
- Wash buses. Clean inside of school buses as needed.
- Wash fleet vehicles.
- Refuel in accordance with department procedure or as otherwise needed.
- Act as emergency school bus driver with Class A or B CDL with school bus endorsement.
- Report unsafe acts or conditions which require the attention of building administrators or transportation supervisor.
- Complete forms, records and reports as required by the state or local school District policies accurately and legibly.
- Make responsible decisions in assisting dispatcher and transportation supervisor in providing replacement/back-up buses and drivers in emergency situations.
- Work cooperatively in a team environment.
- Positively work as a team player in a stressful environment.
- Perform similar related duties as assigned.

QUALIFICATION REQUIREMENTS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

EDUCATION and/or EXPERIENCE:

High school diploma or GED (General Education Degree) required.

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed in this position description.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Valid Washington State Driver's License with a Class B Commercial Driver's License (CDL) applicable endorsement to obtain a School Bus Driver authorization from SPI
- Valid First Aid/CPR card or ability to attain one
- Washington State Patrol and FBI Fingerprint Clearance.
- Proof of Immunization (if born 1/1/57 or later)
- I-9 Employment Eligibility in compliance with the Immigration Reform Act.
- HIV/HBV Training (obtain within 60 days of hire date-District provided)
- Sexual Harassment Training (obtain within 60 days of hire date-District provided)

OTHER SKILLS AND ABILITIES:

- Knowledge of principles, procedures and methods used in operating a school bus
- Knowledge of current laws of the state for operating a school district vehicle
- Knowledge of safe work practices
- Ability to understand and follow oral and written instructions
- Ability to communicate clearly and concisely, both orally and in writing
- Ability to respect confidentiality of student matters
- Ability to meet physical requirements
- Ability to establish and maintain cooperative working relationships with those contacted in the course of work.
- Ability to use computer to access email, websites, and other district network resources

PHYSICAL DEMANDS: *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to walk; stand; use the hands; reach with hands and arms; stoop, kneel, or crouch, and bend or twist at the neck and trunk more than the average person. The employee continuously uses hand strength to grasp tools. The employee must frequently lift and/or move up to 50 pounds, such as cleaning supplies and pails.

WORK ENVIRONMENT: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The work environment described is representative of those an employee encounters while performing the essential functions of this job. The employee is exposed to diesel, gas, and welding fumes, dust, chemicals, oil grease, and high temperatures (i.e. running engines), constant pushing, pulling, bending, lifting, squatting, running, and climbing. The employee will work in all types of inclement weather. Constant alertness and safety awareness is required. The employee may experience frequent interruptions. The position requires a great deal of energy and flexibility working in a fast paced shop. The noise level in the work environment may be high when working with power tools and running engines. This list of working conditions is not exhaustive and may be supplemented as necessary.

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.

June 2018