



The Christ School

Joyful curiosity. Faithful confidence.

Job Description

Position: Bus/Shuttle Driver

Reports to: Director of Athletics

Hours: Part Time/Hourly; 20-30 hours a week

Monday - Friday; First week of August through the last week of May 2025

General Responsibilities:

- Drive assigned bus routes to pick up and drop off students in the morning and afternoons.
- Maintain the cleanliness (inside and outside) of the fleet and keep all inspections and services current according to DOT regulations.
- Report malfunctions or necessary maintenance to the Director of Athletics.
- Transport vehicles to maintenance appointments
- Maintain proper fuel levels.
- Transport students, staff, and chaperones on occasional scheduled Field Trips.
- Communicate with Parents using assigned technology platforms of the arrival and departure times of the Bus.
- Clock in and out of assigned shift times.
- Attend occasional school meetings.
- All other duties as assigned by the Director of Athletics

Specific Responsibilities:

- Drive a school bus route, pick up and drop off student passengers at established times and stops on the route.
- Perform pre and post trip bus inspections before and after each route or trip.
- Maintain a clean and mechanically sound bus at all times.
- Obey all traffic laws.
- Enforce the conduct and safety rules on the bus.
- Monitor and record mileage and student attendance.
- Report delays, accidents and emergencies.
- Respond to emergency and non-emergency situations.
- Assist with the loading and unloading of the bus, when required.
- Be attentive to traffic and weather conditions to ensure passenger safety.
- Clean and fuel vehicles as assigned to maintain a professional appearance.
- Drive periodic field trips, activity trips and charter trips to transport students, teams and staff..
- Perform other duties as assigned by the Director of Athletics.

Skills and Qualifications:

- Minimum of 1 year of experience as a bus driver, preferred.
- Class B or Class A CDL license with School Bus (S) and Passenger (P) endorsements required.
- Valid DOT physical and dexterity exam.
- Valid DOT vision exam.
- Valid and Clean Level II Background Check
- Excellent time management and sound judgment.
- Excellent driving skills and a solid commitment to safety.
- Experience working with children, preferred.
- Excellent communication and collaboration skills.
- CPR/First Aid Certification

Physical requirements:

- While performing the duties of this job, the employee is regularly required to sit and frequently required to reach with hands and arms. The employee is frequently required to stand; walk; climb or balance; stoop, kneel, crouch, or crawl.
- The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

General Requirements:

- Profess a saving faith in Jesus Christ as Lord and Savior and accept the authority of scripture as a guide for faith and living
- Align with the school's defining characteristics
- Welcoming, joy-filled personality

Please send a Resume, Cover Letter, Statement of Faith, and CDL credentials to jbaxter@thechristschool.org when applying.

The Christ School partners with families to provide academic excellence through an individualized, Christ-centered educational experience.