



Freeman School District #358
15001 S. Jackson Rd., Rockford, WA 99030 (509)291-3695
www.freemansd.org

JOB ANNOUNCEMENT

Freeman School District is seeking applications for the following position:

Freeman Transportation Department

Bus Driver – Temporary/Non Continuing
Tues-Fri – 1.5 hours/day – 6:55 am to 8:25 am
Closes: 12:00 PM, Tuesday, Oct. 1, 2013

Opens: September 24, 2013

If you are interested in this position, please see the application process below.

SUMMARY: Operates a school bus in a legal and safe manner, transporting students to and from school and activities away from the school, as directed by performing the following duties under the direction of the Transportation Supervisor.

MAJOR RESPONSIBILITIES:

1. Drives the bus on assigned routes in a legal and safe manner.
2. Instructs students and teachers in emergency bus evacuation procedures (conducts drills twice a year).
3. Instructs students in proper bus conduct.
4. Reports misconduct on bus through established district procedures.
5. Operates two-way radio as needed.
6. Conducts pre trip and post-trip bus inspection to insure that all parts are operating and the bus is safe.
7. Fuels the bus as needed.
8. Cleans the interior of the bus daily.
9. Cleans exterior of bus weekly.
10. Completes daily log forms and other required paper work accurately and promptly.
11. Must be willing to work with special needs students.
12. Other duties may be assigned.

QUALIFICATIONS: High school diploma or general education degree (GED); completion of bus driver training course; job related experience and/or training; or equivalent combination of education and experience.

Clearances & Training

Washington State Patrol/FBI Background Check
Current Washington State Driver's License
Valid Washington State School Bus Driver's Endorsement
Pass DOT Physical, Drug and Alcohol Test and Physical Capability Exam
Blood Borne Pathogen Training

Terms of Employment:

This position will start at the beginning of the 2013-2014 school year. Mon-Fri – 3.5 hours/day minimum – Split shift – Possibility of three runs per day (morning, midday, and afternoon).

Application Process:

In-District applicants must submit a specific letter of application, updated resume, and two letters of recommendation for the position being sought to the **Personnel Department, Freeman School District, 15001 S. Jackson Rd., Rockford, WA 99030.**

Out-of-District applicants need to provide the following items to be considered a complete application:

- A. Cover letter of application
- B. Current resume
- C. Completed Freeman School District classified application form
- D. Current letters of reference; minimum of three letters



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An application may be requested by calling the Freeman School District Office at (509) 291-3695 or found on the district's website at www.freemansd.org. Application materials need to be sent to: **Personnel Department, Freeman School District, 15001 S. Jackson Rd., Rockford, WA 99030.**

The Freeman School District complies with all state and federal rules and regulations and does not discriminate on the basis of race, color, national origin, gender, or disability. This holds true for all district employment and opportunities. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/Chapter 28A.640 RCW officer and/or Section 504/ADA Coordinator: Randy Russell, Ph.D., Superintendent, 15001 S. Jackson Road, Rockford, WA 99030-9755, 509-291-3695.