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NASSAU COUNTY
SCHOOL DISTRICTS
CLASS SPECIFICATION

Title : ASSISTANT HEAD BUS DRIVER
Code : 820020 5BA
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Non-Competitive

GENERAL STATEMENT OF DUTIES

Assists the Head Bus Driver in the performance of routine maintenance on school buses and drives a school bus on a regular route. Does related work as required.

COMPLEXITY OF DUTIES

The work is similar to that of Bus Driver with added responsibilities in the routine maintenance of buses and in assisting the Head Bus Driver.

TYPICAL DUTIES

1. Drives school bus on regular routes and makes special trips as required.
2. Performs, and in the absence of the Head Bus Driver, directs the maintenance work on a fleet of school buses.
3. Assists in the inspection of all school buses.
4. May substitute for absent bus drivers.

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES

1. Knowledge of standard automotive repair methods and tools of the trade.
2. Ability to drive and make repairs on automotive equipment.
3. Ability to follow rough sketches and oral instructions.
4. Ability to plan and layout work to be done.

MINIMUM QUALIFICATIONS

Training and Experience

1. One year of experience as an automotive mechanic and two years of experience in the operation of automotive equipment;
or
2. A satisfactory combination of types of experiences listed above.

Necessary Special Requirement

Possession of a valid New York State Driver's License with no convictions for moving violations during the past year and appropriate for the type of vehicle to be operated. Drivers must be at least 21 years of age and not have reached their 65th birthday.

NOTE: In addition, candidates must satisfy the requirements for School Bus Driver set forth in the Rules and Regulations of the New York State Commissioner of Education.

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