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NASSAU COUNTY
SCHOOL DISTRICTS
CLASS SPECIFICATION

Title : TEACHER AIDE-BUS DRIVER
Code: 210106 LPG
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Non-Competitive

GENERAL STATEMENT OF DUTIES

Assists school teachers in the performance of their teaching functions by performing varied duties associated with the teaching process and operates a school bus; performs related duties as required.

COMPLEXITY OF DUTIES

Under general supervision, the duties involve the exercise of independent judgment in performing varied duties associated with the teaching process and with transporting school children.

TYPICAL DUTIES

1. Reads in a foreign language from prepared scripts for tape recording purposes or interprets the spoken language by signing.
2. Assists in overseeing technical operations of language laboratory equipment.
3. Reads to and plays records for children in lower grades.
4. Provides piano, violin, or other musical accompaniment.
5. Proctors and otherwise helps to conduct examinations.
6. Assists teachers in correcting test papers and assignments, recording of grades, maintaining files and preparing statistical reports, as required.
7. Operates a school bus to transport children.

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES

1. Knowledge of specific field where specialized duties are involved.
2. Knowledge of classroom routine.
3. Knowledge of the operation of buses.
4. Ability to maintain discipline.
5. Ability to understand and follow simple oral and written directions.
6. Ability to establish good relationships with children, parents, and associates.

MINIMUM QUALIFICATIONS

Training and Experience

Graduation from high school
and

Continuing 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.

NOTE: 1. Candidates must satisfy all requirements of Article 19-A of the New York State Vehicle and Traffic Law. 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.

2. Experience and/or training in a particular field where specialized duties are

involved may be substituted for high school on a year-for-year basis, up to a maximum of two years.

3. For employment as a sign-language interpreter, candidate must show evidence of satisfactory completion of a signer-interpreter course or possess one year of satisfactory experience in signing and interpreting.

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