

Four Rivers Charter Public School

Job Description

Driver – Part Time

Activity Buses and Minivans

Duties will include:

- Warming up vehicles and some minor ice and snow removal in preparation for driving
- Driving students on school activity buses or minivans to and from sports, physical education, and academic field work activities as needed;
- Lending assistance in loading and unloading any minor equipment brought along, as needed.
- Routinely refueling the vehicles, checking the oil levels and windshield washer fluid levels and topping them off as required,
- Delivering and picking up vehicles when repairs or inspections are required or when rented vehicles are needed.
- Making minor purchases of vehicle related fluids, bulbs, wipers, etc.
- Securing vehicles, removing trash or forgotten items, moving vehicles in parking locations, and observing and reporting any mechanical issues that arise or issues with student behavior

Qualifications:

- availability and willingness to maintain a flexible schedule that varies daily, weekly, and seasonally
- good driving record
- evidence of positive experience working with youth