

CAJON VALLEY UNION SCHOOL DISTRICT

CLASS TITLE: DRIVER INSTRUCTOR

BASIC FUNCTION:

Under the supervision of the Director of Transportation and general direction of the Transportation Operations Supervisor, plan, organize and conduct classroom instruction, behind-the

including driving records of transportation personnel; monitor drivers' medicals schedule appointments for renewal as needed; notify drivers of license and certificate expiration dates; maintain updated driver training manuals and materials related to passenger transportation safety and training.

Properly demonstrate classroom and behind-the-wheel teaching methods, techniques, driving skills and record-keeping requirements necessary to maintain a State certified bus driver instructor certificate of the appropriate class.

Operate general office equipment, including two-way radio, computer and assigned software.

Attend meetings regarding new laws and training requirements as required; conduct meetings of drivers to discuss new laws, training requirements, safety and vehicle operations.

**OTHER DUTIES:**

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

Instructothersin

Reaching overhead, above the shoulders or horizontally.

Lifting, carrying, pushing or pulling up to 50 pounds, frequently and/or move up to 100 pounds and occasionally lift more than 100 pounds

**NOTE:**

Safety-sensitive job class. Employees in this job class will be subject to random selection for alcohol and/or controlled substance testing.

**HAZARDS:**

Traffic hazards.

**CLEARANCES:**

Criminal Justice Fingerprint /Background

Tuberculosis

Preplacement Physical and Drug Screen