

La Crèche Early Childhood Centers, Inc.

JOB DESCRIPTION

Job Title: Childcare Bus Driver

Reports To: Director of Operations

Class: Non-Exempt

Job Summary

To safely transport agency children to and from their site locations.

Duties and Responsibilities- Will include, but will not be limited to:

- Maintaining a professional attitude and loyalty to the agency and all families.
- Safely operate the agency's bus adhering to all Minnesota Laws and Regulations for Bus vehicle operation.
- Wear Seat Belt and ensure that all children wear seat belt.
- Conduct daily safe check of vehicle.
- Conduct Pre-Trip vehicle inspection.
- Conduct Post-Trip Vehicle inspection.
- Schedule vehicle for maintenance as necessary
- Adhere to all information in attached Transportation Manual.
- Understand and respond when necessary, as a *Mandated Reporter*.
- Understand and uphold NAEYC Accreditation Standards.

Work at the La Crèche II Oliver site when not operating vehicle, to ensure that La Crèche is complying with all rules under the partnership agreement (CC/EHS). This requires supporting a partnership classroom when vehicle operation is not required.

Knowledge, Skills and Abilities

- Possess CDL class driver's license.
- Must be able to work 40 hours per week and accept direct supervision from all superiors.
- Must be sensitive to culturally diverse populations.
- Experience working with families from diverse cultural and socio-economic backgrounds.
- Ability to lift 50 lbs. (average weight of a child).

Qualifications

- High School Diploma or GED.
- CDL class Driver's License.
- First Aid & CPR Training