

**Orchard House School
Bus Driver
(Revised July 11, 2018)**

General Information:

- Part-time
- Competitive hourly pay
- Available to drive after school (3:00-6:00 pm)

FSLA Status: Non-Exempt

Reports to: Head of School

Job Description: Orchard House School seeks experienced bus drivers to drive after school (3:00-6:00 pm) and possibly during regular school hours for field trips. Must have up-to-date CDL (Class C with passenger endorsement required), excellent driving record, and ability/desire to work with students. Background and MVR checks are required.

Job Responsibilities (Essential Duties): Drive the school bus and safely transport students to practices, games, and other activities. Support/enforce school rules, protocols, and values. Communicate reliably and professionally with school administration and faculty. Arrive on time when scheduled to drive. Complete all required documentation including but not limited to the daily bus inspection checklist and log of hours worked.

Work Environment: Bus. Approximately 24 passengers.