

GROUNDSKEEPER - BUS DRIVER

DISTINGUISHING FEATURES OF THE CLASS: Performs manual work in grounds maintenance activities and operates a school bus on an assigned route. These duties involve responsibility for the efficient performance of routine grounds maintenance activities and for the safe transportation of school children on an assigned bus route. The work is performed under general supervision of a superior allowing leeway for the exercise of independent judgment in carrying out details of the work. Supervision may be exercised over the work of helpers or laborers while engaged in grounds maintenance activities. Does related work as required.

TYPICAL WORK ACTIVITIES (Illustrative only)

Mows, rakes and cuts grass;
Plants and cares for trees, shrubs and bushes;
Helps to maintain, mark and lay out sports fields and other athletic and recreational areas;
Removes snow and ice from walks, pathways, steps and driveways;
Operates a school bus on a regularly scheduled route or on special occasions;
Operates and may perform simple maintenance on a variety of equipment such as trucks, tractors, jeeps, mowers, rollers and other grounds-keeping machinery;
Checks the operating condition of the bus before starting on a trip;
May perform minor building maintenance and custodial tasks;
Instructs or informs children about safety practices when entering and leaving bus;
When not working as a Groundskeeper, does other routing manual work.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Good knowledge of driving safety practices and traffic laws and regulations; working knowledge of grounds maintenance activities; willingness to perform routine manual tasks in care of grounds and athletic fields; ability to operate a bus under all driving and road conditions; ability to make minor repairs to the vehicle; ability to understand and follow simple oral or written directions; ability to get along well with children and command their respect; mechanical aptitude; mental alertness; dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

One year of experience as a laborer in park or grounds maintenance activities.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Candidates must be at least 21 years of age and be eligible for an appropriate level Driver's License issued by the New York State Department of Motor Vehicles at the time of application for appointment. Possession of the license at time of appointment.