

### Transportation-Transfer Opportunity

Position	Location	Effective Date	Minimum Qualifications	Salary	Comments
Transportation Supervisor	Transportation	January 20, 2022	<p>Candidate must currently be employed serving in a permanent, full time status for a minimum of one year in the title of Transportation Supervisor. Qualified candidate must not be serving in a probationary capacity.</p> <p>Possession of a valid license CDL B with school bus and passenger endorsements at time of appointment.</p>	Commensurate with experience	<p>Responsible for the planning and operation of a safe, efficient and economical system for the transportation of students residing in the school district. Supervision is exercised over bus drivers, bus attendants and</p> <p>Determines eligibility of students to ride on school buses in accordance with the district's policy; Prepares all state transportation reports; Receives complaints as to transportation matters and makes necessary adjustments and corrections; Interviews prospective applicants and recommends the hiring of new bus drivers; Conducts training and safety classes for bus drivers and bus attendants; Drafts specifications for transportation bids from private companies and other procedures prior to signing of contract; May use computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; Represents and negotiates with employees on contract negotiations; Investigates and files reports on all bus accidents; Writes specifications for all new vehicles; Approves all purchase orders and requisitions; Responsible for the evaluation and following-up of disciplinary procedures of all transportation personnel; Acts as liaison between school administrators and parents concerning transportation problems and issues; Thorough knowledge of principles and practices involved in school bus operation; good knowledge of local geography and traffic conditions; ability to plan and supervise the work of others; ability to drive a school bus route in case of an emergency; ability to prepare reports, ability to get along well with others; ability to effectively use computer application software; ability to read, write, speak, understand and communicate sufficiently to perform the essential duties of the position, reliability; dependability with the duties of the position. : Good knowledge of driving safety practices; good knowledge of NYS Motor Vehicle Laws. Ability to plan and direct the work of subordinates, ability to deal effectively with the public.</p>

**Application Procedures:**

**Internal applicants,** a letter of interest will suffice.

**Please forward to:** [pmotler@bscsd.org](mailto:pmotler@bscsd.org)

**All others, please visit:** [www.bscsd.org](http://www.bscsd.org)

**Date Posted:** December 06, 2021

**Application Deadline:** December 15, 2021