

CHAUFFEUR  
(SCHOOL DISTRICTS)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, the incumbent of this position operates an automotive vehicle carrying school children on an assigned route and when necessary performs maintenance tasks in connection with such operation. Depending on equipment, operators are required to possess a standard motor vehicle driver's license or a CDL-C. This position is distinguished from that of Bus Driver in that the vehicles are smaller and do not require the CDL-B certification required of Bus Drivers. The operator is responsible for the safety and conduct of the children who are passengers. The work is performed with considerable leeway allowed the operator in carrying out the details of the work. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Operates an automotive vehicle carrying school children on a regular schedule or on special occasions;

Checks the operating condition of the vehicle before starting on a trip;

Reports any mechanical defect to immediate superior;

Instructs or informs children about safety practices when entering and leaving vehicle;

Maintains orderly conduct of children on vehicle;

May be required to perform minor maintenance tasks on the vehicle.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of driving safety practices and traffic laws and regulations; ability to operate the vehicle under all driving and road conditions; ability to make minor repairs to the vehicle; ability to understand and follow simple oral and written directions; ability to get along well with children and command their respect; ability to read, write, understand and communicate in English sufficiently to perform the essential functions of the position; mechanical aptitude; mental alertness; dependability; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: None

SPECIAL REQUIREMENT FOR APPOINTMENT: Possession of the valid operator's license appropriate to the vehicle to be operated at time of appointment.

SPECIAL NOTE: In addition to the above special requirements, candidates may be required to satisfy the requirements for School Bus Driver as set forth in the Rules and Regulations of the New York State Commissioner of Education.

New federal regulations require that, on or after October 1, 2005, a school bus driver with a New York State commercial driver license (CDL) must have a new "S" (school bus) endorsement.

When the term "school bus" is used, the term is defined as a vehicle that is defined in Section 142 of the NYS Vehicle and Traffic Law (see below) and the school bus has a seating capacity of 16 or more adults (which includes the driver) or the school bus has a gross vehicle weight rating (GVWR) of more than 26,000 lbs.

Section 142 of the NYS Vehicle and Traffic Law: 142. School bus. Every motor vehicle owned by a public or governmental agency or private school and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities or privately owned and operated for compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:  
In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.