SCHOOL DISTRICT OF SARASOTA COUNTY

JOB DESCRIPTION

BUS WASHER

SALARY SCHEDULE: SSP5

COST CENTER: TRANSPORTATION DEPARTMENT (9030)

QUALIFICATIONS:
(1) High School Diploma or equivalent.
(2) Ability to acquire a CDL.
(3) Demonstrate ability to lift up to 100 pounds.

KNOWLEDGE, SKILLS AND ABILITIES:
Ability to follow directions. Ability to communicate effectively both orally and in writing. Ability to organize and prioritize activities. Ability to perform semi-skilled work in servicing automotive equipment. Possess some knowledge of the methods, practices, tools and equipment related to assignments. Knowledge of the hazards and safety precautions of assignments.

REPORTS TO:
Garage Supervisor, School Support Operations

JOB GOAL
To assist in maintaining a safe and economical fleet of vehicles for the District.

SUPERVISES:
N/A

PERFORMANCE RESPONSIBILITIES:
* (1) Wash and wax buses as assigned.
* (2) Change and mount tires as needed.
* (3) Clean interior of buses as needed.
* (4) Dispense and track DEF, and other oils and coolants.
* (5) Perform normal building maintenance duties as assigned.
* (6) Clean gas and oil spills around gas pumps.
* (7) Prepare all required reports and maintain all appropriate records.
* (8) Exhibit support for the District’s vision, mission, goals and priorities.
* (9) Demonstrate initiative in the performance of assigned responsibilities.
* (10) Provide for a safe and secure workplace.
* (11) Model and maintain high ethical standards.
* (12) Follow attendance, punctuality and proper dress rules.
* (13) Maintain confidentiality regarding school matters.
* (14) Maintain positive relationships with staff and vendors.
* (15) Participate in workshops and training sessions as required.
* (16) Communicate effectively with staff.
* (17) Keep supervisor informed of potential problems or unusual events.
* (18) Respond to inquiries and concerns in a timely manner.
* (19) Follow all School Board policies, rules and regulations.
* (20) Exhibit interpersonal skills to work as an effective team member.
(21) Perform other incidental tasks consistent with the goals and objectives of this position.
BUS WASHER (Continued)

PHYSICAL REQUIREMENTS:
   Heavy work: Exerting up to 100 pounds of force frequently.

TERMS OF EMPLOYMENT:
   Salary and benefits shall be paid consistent with the District’s approved compensation plan.
   Length of the work year and hours of employment shall be those established by the District.

EVALUATION:
   Performance of this job will be evaluated in accordance with provisions of the Board’s policy on evaluation
   of personnel.

Job Description Supplement No. 01

*Essential Performance Responsibilities