

## CLEANER-BUS DRIVER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring efficient performance of simple building cleaning tasks. The responsibility of an employee in this class involves the thorough execution of tasks following a well established routine. Supervision is received from a custodian or other superior. This job also involves responsibility for safe transportation of school children on an assigned bus route. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only) Mops, sweeps, and washes floors, stairs and hallways, restrooms; Dusts desks, woodwork, furniture and other equipment; Collects and disposes of trash and garbage and empties waste baskets; Takes soiled linens to the laundry; Sorts, folds and stacks clean linens; Fills towel dispensers; Strips and refinishes floors; Delivers mail, packages and supplies; Washes blackboards, sinks and other fixtures; Cleans venetian blinds, mirrors, bathroom fixtures; Operates a school bus on a regular schedule or on special occasions; Changes oil, refills gasoline tanks, puts on chains, replaces tires and performs a variety of similar tasks; Maintains orderly conduct of children on bus.

FULL PERFORMANCE, KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Working knowledge of building cleaning methods, procedures and equipment; Good knowledge of the operation of a school bus and of traffic safety regulations; Ability to understand and follow simple oral and written directions; Willingness to perform routine cleaning and other manual tasks; Ability to get along well with others; Thoroughness; Dependability; Good physical condition.

MINIMUM QUALIFICATIONS: None is required.

SPECIAL REQUIREMENT FOR ACCEPTANCE OF APPLICATIONS: Possession of a class II chauffeur's license issued by the New York State Department of Motor Vehicles.

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