



The Boys & Girls Clubs of Huntington Valley is looking to hire Bus Drivers. We are looking for someone who is a hardworking dedicated professional, who is honest, loyal, decisive, and credible. Under the direction of the Transportation Director, operate a school bus over designated routes in accordance with time schedules, picking up and discharging students; provide for safe and efficient transportation for Club Members to and from school, special events, and field trips; perform daily inspections, perform maintenance of vehicle and to do other related work as required.

Reports to: Transportation Director

Available: Immediately

Location(s): Fountain Valley, CA and Huntington Beach, CA

Hourly Wage: \$24.00 - \$27.00/hour, approximately 25-30 hours per week, Monday – Friday, plus \$500 hiring bonus

Hiring Bonus:

You may also earn a hiring bonus of \$1,000 paid out in two bonus payments after all eligibility requirements are met.

Note: Bonuses are subject to tax and withholding.

Responsibilities:

- Operate a school bus over designated routes in accordance with time schedules, pick up and discharge Members; provide for safe and efficient transportation for Club Members to and from school, special events and field trips.
- Pick up and discharge Members at established bus stops; report incidents which affect the safety of members, as necessary.
- Maintain bus in a safe operating condition through prescribed daily vehicle inspections, including washing, cleaning windows, mirrors, and bus interior and exterior; check and maintain fuel, oil, and water levels; check brakes, brake lights, and doors; report mechanical defects and malfunctions to appropriate personnel.
- Maintain records concerning vehicle maintenance, miles driven, and number of Members transported and other related matters.
- Assist students in proper bus evacuation procedures as assigned.
- Meet schedules and timelines.
- Observe legal and defensive driving practices.
- Assist in loading and unloading handicapped children, as necessary.
- Maintain order and discipline among students while driving a school bus.
- Maintain assigned vehicle in a clean and safe operating condition.
- Recognize equipment malfunctions and take appropriate action.
- Learn designated bus routes including stops and traffic hazards.
- Maintain routine records.
- Perform related duties as assigned.

License Required:

- Possession of a valid California School Bus Driver Certificate – no restrictions.
- Valid Class A or B driver’s license with passenger endorsement
- Valid medical card

Qualifications:

- High school or equivalent (Preferred)
- School Bus Driving: 1 year (Preferred)
- Commercial Driving: 1 year (Preferred)
- Operate a school bus over designated routes in accordance with time schedules, picking up and discharging students.
- Establish and maintain cooperative and effective working relationships with others.
- Understand and follow oral and written directions.
- Pass mandatory drug and alcohol screening test.
- Safe driving practices.
- Provisions of the California State Motor Vehicle Code and Education Code applicable to the operation of vehicles transporting students.
- Interpersonal skills using tact, patience, and courtesy.
- Basic First Aid methods and practices.

Acknowledgment: Employment, compensation, and benefits at the Boys & Girls Clubs of Huntington Valley are at will, shall be for no specific duration, and may be changed or terminated. Nothing in this job posting is intended to create an employment contract, implied or otherwise. Interested? Please email your resume and a cover letter to the email address assigned to this posting to apply for this position or apply online at bgchv.com

Equal Employment Opportunity Policy: We are committed to providing equal employment opportunities to all employees and applicants without regard to race, religion, color, sex (including breastfeeding and related medical conditions), gender identity and expression, sexual orientation, national origin, ancestry, citizenship status, uniform service member and veteran status, marital status, pregnancy, age, protected medical condition, genetic information, disability or any other protected status in accordance with all applicable federal, state and local laws.

This policy extends to all aspects of our employment practices, including but not limited to recruiting, hiring, firing, promoting, transferring, compensation, benefits, training, leaves of absence, and other terms and conditions of employment.

COVID-19 considerations

The safety of our employees and members is always the Club’s #1 priority. The Club takes numerous safety precautions to mitigate the risk of COVID-19 within our Club community. The Club follows all state and local regulations.