

Student Worker (Preschool Bus Monitor—HIGH SCHOOL only)

Classified Position - 7788

<u>Salary</u> Seasonal Workers Hourly Wage per Salary Schedule	<u>Days</u> TBD	<u>Reports to:</u> Assigned Supervisor
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SCOPE OF RESPONSIBILITIES

Perform bus monitoring responsibilities that are related to transportation of preschool students

REPRESENTATIVE DUTIES / ESSENTIAL FUNCTIONS

1. Assist in loading and unloading of preschool students
2. Use, maintain, and store assigned preschool equipment properly
3. Maintain standard safety practices
4. Maintains regular and predictable attendance
5. Adheres to the professional code of ethics
6. Successfully utilizes technology as appropriate in job function
7. Perform related duties as assigned

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

- Methods, equipment and materials used in general maintenance work
- Cleaning materials, disinfectants and equipment used in custodial work
- Proper methods of storing equipment, materials and supplies
- Basic record-keeping techniques

ABILITY TO:

- Operate equipment (i.e., seatbelts/preschool seat harness) used in general maintenance and custodial work
- Maintain offices and other facilities in a clean, safe and secure condition
- Use specialized cleaning equipment and supplies safely and efficiently
- Move and arrange furniture and equipment for meetings and special events
- Report safety hazards and need for maintenance and repair
- Observe health and safety regulations
- Understand and follow oral and written directions
- Perform heavy physical labor

MINIMUM QUALIFICATIONS

1. High School Student—16 years of age, passing grades in all courses, good attendance and behavior.
2. High School Students—Complete all required trainings for bus monitor position as applicable.

Updated 06/19/2023