

RIVER DELTA UNIFIED SCHOOL DISTRICT STUDENT TRANSPORTATION ASSISTANT

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

To be enrolled within the River Delta Unified School District or a related school-to-career program. Training position to learn to perform basic custodial/maintenance/gardener functions in support of the assigned school site and to perform a variety of tasks relative to the assigned area of responsibility.

DISTINGUISHING CHARACTERISTICS

This is a student job classification for school-to-career learning opportunities. The student will learn to provide general transportation assistance to assigned schools.

SUPERVISION RECEIVED

Receives directs supervision and immediate instruction from the assigned higher level staff.

ESSENTIAL FUNCTIONS -- *Essential and other important responsibilities and duties may include, but are not limited to, the following:*

Essential Functions:

1. Perform a variety of functions in support of the assigned garage site: including bus cleaning, equipment preparations, equipment cleaning, minor repairs and maintenance of district vehicles.
2. Maintain equipment and tools.
3. Uses of equipment and tools.
4. Record, sort and close necessary paperwork.

QUALIFICATIONS

Knowledge of:

Basic English grammar, and spelling and punctuation.
Mathematical principles.
Good learning habits.
Desire to work.

**RIVER DELTA UNIFIED SCHOOL DISTRICT
STUDENT TRANSPORTATION ASSISTANT (continued)**

Have Ability or Have Ability to Learn:

District and school policies and procedures.

Perform a wide variety of duties in support of an assigned garage.

Learn methods, materials, and equipment used in the maintenance and repair of gasoline and diesel-powered school buses.

Operate some automotive service equipment and tools.

Maintenance of automotive service equipment and tools.

Understand and follow oral and written instructions.

Understand this is a vital operation and how it relates to student and staff safety.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Maintain effective audio-visual discrimination and perception needed for:

--Making observations

--Communicating with others

--Reading and writing

--Operating assigned equipment

Maintain mental capability which allows the capability of:

--Making sound decisions

--Demonstrating intellectual capabilities

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. However as this is a student position, there are no prerequisites required for this position except for the qualifications noted above under "Knowledge" and the requirement to be enrolled in a school within the River Delta Unified School District or a related school-to-career program.

WORKING CONDITIONS

Environmental Conditions:

Indoor and Outdoor environment. Shop environment (exposure to noise, dust, grease, smoke, petroleum chemicals, fumes, and gases.)

Physical Conditions:

Functions may require maintaining physical conditions necessary for heavy or moderate lifting, standing, bending, stooping, kneeling and/or crawling for prolonged periods of time.