



## Job Description

**Title:** School Van Driver

**Reports to:** Principal

**Anticipated start date:** Winter 2021

### About our school

Provident Charter School in Pittsburgh, PA is a publicly funded school designed to address the needs of students with language-based learning differences such as dyslexia. Our students are bright yet struggle with topics such as reading, writing and sequencing. The school serves students in Grades 2 to 8. Located on the city's North Shore the school currently enrolls 318 students from 40 different districts around Western Pennsylvania.

### Job Goal

- School van driver picks up students at stops along established routes and drop them off at an approved private school. They may also transport students and faculty to special events, such as field trips or sporting events. School van driver is typically employed part-time during the school year, often working split shifts of mornings and afternoons/evenings.

### Responsibilities

- Driver must be attentive to traffic and weather conditions while staying on schedule and ensuring the safety of passengers. He/She must ensure that their vehicles are operating properly each day by testing brakes, tires and other components. Driver is also responsible for maintaining a safe environment within the bus by enforcing rules of conduct and responding to emergencies. They must keep track of the amount of fuel used, number of students transported and miles driven, which they typically report to supervisors each week.

### Qualifications

- High school diploma or GED.
- Must possess a valid Class C non-commercial driver's license.
- Experience as a school driver.
- Experience working in a school or human service setting.
- Ability to secure all relevant and necessary clearances.
- No at-fault traffic accidents in the last 5 years
- Clean driving record (no traffic citations in last 5 years)

### Pay

- \$20 per hour



**PROVIDENT**  
CHARTER SCHOOL

**Job Type:**

Part-time, no benefits

**How to Apply**

Interested candidates should email a cover letter & resume to Brian Weismantle (bweismantle@providentcharterschool.org). Applicants are encouraged to act with urgency.

*Provident Charter School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.*