

# Bus Safety Inspector

## Position Details

Class Code: 6101

Job Family: Service/Transportation Workers

Classification: Support Professional

Terms of Employment: [Pay Grade 46 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

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## Position Summary

Under immediate supervision, inspects school buses for safety defects and makes minor repairs as needed to ensure their safety.

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## Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Examines and adjusts or repairs engine components, chassis, electrical systems, and interior furnishings of buses. Starts engines and listens for indications of malfunctions.
2. Tests engine components such as turbos/charge air systems, radiators/cooling systems, fuel lines/fuel injection pumps, power steering pump, and exhaust systems/emissions.
3. Inspects chassis for defects in parts, such as universal joints, drive shafts, gearbox, steering components, and suspension/air suspension components.
4. Inspects electrical systems and interior furnishings such as battery/wiring, lighting systems, safety equipment, and seats/seatbelts.
5. May be designated according to specialty as Chassis Inspector; Electrical Inspector; Engine Inspector.
6. Steam cleans engines, transmissions, chassis, undercarriage, etc.
7. Operates vehicles to assist with Nevada Highway Patrol (NHP) during twice-yearly inspections.

8. Monitors and records supplies used.
  9. May refuel vehicles.
  10. Uses computer applications (Microsoft Office, Ron Turley Associates (RTA) Fleet Management Software, etc.).
  11. Conforms to safety standards, as prescribed.
  12. Performs other tasks related to the position, as assigned.
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## **Distinguishing Characteristics**

Involves washing and minor inspecting of school buses and other Clark County School District vehicles.

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## **Knowledge, Skills, and Abilities (Position Expectations)**

1. Knowledge of the Nevada Out of Service Criteria.
  2. Ability to obtain a Class B Commercial Driver's License (CDL) with required endorsements, as appropriate.
  3. Ability to work with solvents, detergents, and adhesives.
  4. Ability to perform cleaning of motor vehicles.
  5. Ability to interpret verbal and written communications.
  6. Ability to learn and apply procedures.
  7. Ability to write legibly, prepare, and maintain records.
  8. Ability to work independently.
  9. Ability to safely move and relocate heavy objects.
  10. Ability to work flexible hours and shifts.
  11. Ability to work in confined areas.
  12. Ability to withstand heights and perform work safely.
  13. Ability to work cooperatively with employees.
  14. Ability to access, operate and maintain various software applications; ability to learn job specific computer applications.
  15. Ability to recognize and report hazards and apply safe work methods.
  16. Ability to make minor repairs.
  17. Possess physical and mental stamina commensurate with the responsibilities of the position.
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# Position Requirements

## Education, Training, and Experience

1. Safe driving record.
2. Must be at least 21 years of age.

**NOTE: Individuals may not promote, demote, or move laterally from the hired position unless he or she earns a high school diploma or General Education Development (GED) and uploads the document into his/her online application.**

## Licenses and Certifications

1. A valid Class B CDL with required endorsements and proof of successful Air Brake test from the Department of Motor Vehicles (DMV) that allows the applicant/employee to legally operate a motor vehicle in Nevada. This license must be maintained for the duration of the assignment. (If valid Nevada Class B CDL is not in possession at time of application, a valid Class C driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada must be in possession and the Nevada Class A CDL with required endorsements must be obtained within five (5) months of hire date).
2. Copy of current driving history (dated within six (6) months from the date printed) issued by the DMV at time of application or Qualified Selection Pool (QSP) placement and at time of interview prior to final selection.

Applicants/employees are subject to all aspects of mandatory drug and/or alcohol tests as required by law and/or District regulations and procedures.

## Preferred Qualifications

1. High school graduation or other equivalent (i.e., General Education Development (GED), foreign equivalency, etc.).
2. One (1) year experience as a CCSD school bus driver.

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## Document(s) Required at Time of Application

1. Proof of age (21 years or older).
2. A valid Class B CDL with required endorsements and proof of successful Air Brake test from the DMV to operate a school bus in the state of Nevada as indicated above.
3. Copy of current driving history (dated within six (6) months from the date printed) issued by the DMV.

4. Specific documented evidence of training and experience to satisfy qualifications.
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## Examples of Assigned Work Areas

Majority of tasks and duties are performed outdoors and in confined work areas. Work areas involve being in and around large vehicles/buses. Frequent travel in parking lots, freeways, roadways, private streets, and private complexes, as needed.

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## Work Environment

### Strength

Exert force 50-100 lbs., occasionally; 30-50 lbs., frequently; or up to 25 lbs., constantly. Grasping/Gripping. Must possess sufficient physical strength and power grasp to properly secure straps when securing special equipment and/or students. Grasp/Grip must have sufficient grasp to maintain control of steering a commercial vehicle. (Federal Motor Carrier Safety Regulations 391 – a person shall not drive a commercial motor vehicle with an impairment of a hand or finger, which interferes with prehension or power grasping.) Pushing/Pulling: up to 150-175 lbs., transitioning of student(s) in wheelchairs on/off the bus. Lifting: up to 150 lbs., occasionally; 50–60 lbs., frequently; or up to 10 – 25 lbs., constantly. Carrying: up to 20–25 lbs., up to 30 minutes a day.

### Physical Demand

Occasional climbing, balancing, lying on back/stomach, and crawling. Frequent sitting, standing, pushing, pulling, bending, twisting, kneeling, stooping, crouching, reaching, handling, and repetitive fine motor activities, talking, and hearing. Requires sitting for long periods of time. Walking – up to 500 feet at any one occurrence without rest. Climb steps and curbing constantly. Neck Motion – Continuous neck motion and flexion is performed throughout the work shift. Hearing/Vision – Constant looking and listening to identify hazards and/or emergency vehicles far enough in advance to react. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Vision: Frequent near and far acuity, depth perception, focal length change, color vision, and peripheral vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

### Environmental Conditions

Varies from a climate-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

## **Hazards**

Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment).

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## **Examples of Equipment/Supplies Used to Perform Tasks**

District-issued buses and vehicles, various bus washing equipment, steam cleaners, pressure washers, cleaning chemicals, ladders, hand tools, etc.

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## **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity we have the power to reflect the community we serve.

## **Job Revision Information**

- Revised: 02/28/23
- Created: 02/26/20