



**Licking Valley Local School District  
1379 Licking Valley Road NE  
Newark, OH 43055**

**Job Posting:** 2023-2024 School Year

**Position:** Bus Driver – Full Time and Substitute Positions Available

**Reports to:** Transportation Supervisor

**Primary Contact:** Mickie Archer

**Email:** [archerm@lickingvalley.k12.oh.us](mailto:archerm@lickingvalley.k12.oh.us)

**Starting Date:** As soon as filled

**Application Deadline:** November 1, 2023

**General Description:** The driver's major role is to operate and navigate a bus while safely delivering students to and from school.

- Demonstrates a sincere desire to aid all students
- Good health, moral character, attendance and work experience
- Physical demands described herein are representative of those that must be met by an employee to successfully perform the essential job functions. While performing the duties of this job, the employee is regularly required to sit, use hands to handle, kneel, crouch, or crawl; lift up to 50 lbs.
- Shall meet requirements for employment governed by federal and state laws i.e., BCII check & FBI check
- Must pass a physical, drug test and have a good driving record

**Essential Functions:**

- Assists in supervision of students getting off and on the bus/van; maintain student safety
- Maintains confidentiality of student, parent and/or staff information
- Clean, perform minor repair and disinfect equipment and supplies
- Responds to students in a kind, fair, and interested manner
- Shall perform such other duties as the governing board may assign/determine

**The position is effective for the 2023-2024 school year. Interested candidates should e-mail a letter of interest to Mickie Archer at [archerm@lickingvalley.k12.oh.us](mailto:archerm@lickingvalley.k12.oh.us).**