

Physical Demands Analysis

Employer	Chico Unified School District
Job Title	Bus Driver-Type II
Job Summary	To drive a school bus over designated routes for the purpose of transporting students/special needs students and adult aides to and from school and program sites.
Job/Work Schedule	5:40AM-5:30PM
Scheduled Breaks	When off duty
Overtime	Overtime is available
Physical Demand Requirement of Job*	Medium-Heavy

*Based on Department of Labor Physical Demand Definitions

Essential Functions & Physical Demands

The position includes, but may not be limited to the following.

Essential Functions	
1.	<ul style="list-style-type: none"> Operate a school bus within prescribed route(s) in accordance with the time schedules; pick up and discharge students at designated stops. Transport students/special needs students and adult aides to and from school and program sites. Work with a variety of equipment, such as, but not limited to, wheelchairs, walkers, etc. Secure seat belts and wheelchair devices and operate wheelchair lifts, load and unload luggage and gear in storage areas of the bus. Transport special education/special needs students; escort and assist students on and off school bus and across streets when necessary. Obey and follow all student transportation rules and regulations as outlined by the District, Department of Motor Vehicles and the California Highway Patrol. Recognize problems that may interfere with the welfare of students and implement appropriate solutions; maintain order and proper discipline of student passengers according to policy; instruct students on safety regulations and policies related to passenger conduct; ensure safety of passengers. Administer first aid as authorized under current standard certification as necessary. Evacuate the vehicle in a safe and timely manner when necessary; conduct periodic evacuation drills as required by law. Conduct daily safety and operations inspection of assigned vehicle; recognize malfunctions in equipment and take appropriate action; report needed mechanical repair when necessary. Perform routine servicing of bus, including fueling, checking oil, water and power steering fluid levels and cleaning the bus interior; repair seats using a bonding kit for minor repairs and replace seat covers as needed; clean the exterior of the bus, including steam cleaning, washing and polishing the school bus. Maintain records and prepare reports; maintain student lists and check bus passes. Respond to requests and inquiries from parents, staff, students and the general public. Attend and participate in staff meetings and in-service activities; attend workshops, conferences and classes to increase professional knowledge, including in the areas of safety, first aid and related matters, as well as to maintain current knowledge of the California Motor Vehicle Code and the Education Code as they apply to the operation of vehicles in the transportation of school children. Perform related duties and responsibilities as assigned.
2.	<ul style="list-style-type: none"> Maintain order and discipline on a school bus. Work with students of varying degrees of physical and mental abilities. Read and interpret a map. Maintain simple records. Work independently in the absence of supervision. Understand and follow oral and written directions. Read, interpret and follow rules, regulations, policies and procedures. Respond appropriately in emergency situations. Administer first aid and CPR. Work under limited supervision within a framework of well-defined policies and procedures. Exercise good judgment, flexibility, creativity and sensitivity in response to changing situations and needs. Communicate clearly and concisely, both orally and in writing. Establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work.

3.	<ul style="list-style-type: none"> Occupational hazards and standard safety practices necessary in the area of student transportation. Laws, rules and regulations pertaining to school bus operations and pupil transportation, including appropriate California State Motor Vehicle Code and the Education Code. First aid principles and practices. Basic principles and procedures of record keeping. Basic mathematical principles. Safe driving principles and practices. Operate equipment used in school bus servicing and maintenance. Install and remove tire chains. Operate a school bus safely.
4.	<ul style="list-style-type: none"> Two years of experience in the operation of a motor vehicle. Experience driving a school bus is highly desirable. Must be at least 25 years of age. The ability to read and write at a level necessary for successful job performance. Successful completion of classroom instruction related to skills and safety requirements for driving a school bus and successful completion of instruction operating a school bus. Meet/maintain the requirements for a valid California School Bus Driver's Certificate with first aid training and acceptable restrictions, and DMV Medical Examiner's Certificate. Possess an appropriate, valid commercial driver's license. Obtain a current, valid School Bus Driver's Certificate for Type 1 buses with first aide training by the end of the 5th month of the probationary period.

Lifting / Carrying *(force required to transfer object)*

Job Task Description	Weight	Frequency	Start Heights	End Heights	Carry Distance
May be required to lift/maneuver wheelchair into position.	Up to 50lbs./Varies	As needed	30-40in.	30-40in.	<10ft./Varies

Total Body Pushing / Pulling *(Initial force required to move object. Not weight of object)*

Job Task Description	Force Required	Frequency	Distance
To maneuver wheelchair on and off lift, and secure into place.	<5lbs./Personal preference	As needed	<20ft./Varies

Upper Extremity Pushing / Pulling *(Force required to move object while lower extremities are stationary)*

Job Task Description	Force Required	Frequency
To operate vehicle controls and hold support handles when entering and exiting vehicle (steering wheel, gears, buttons).	<13 lbs./Personal preference	As needed
To takeoff and put on wheelchair cover when using lift, and secure wheelchair into place using support straps.	<5 lbs./Personal preference	As needed

Gripping / Coupling *(force required to trigger a tool or hold an object)*

Job Task Description	Force Required	Frequency
To use hand tools, cleaning tools, and operate vehicle controls (screwdriver, broom, grip steering wheel).	Simple grasp/Personal preference	As needed
To hold wheelchair handles/components securely during transfers.	Firm grasp/Personal preference	As needed

Reaching *(Horizontal distance from the midline of the body)*

Job Task Description	Height	Horizontal Distance	Frequency
To access steering wheel, vehicle controls, and two-way radio.	25-34 in.	12-18 in.	Up to 5 hours a day/Varies
To access vehicle door handle.	63-70 in.	12-36 in.	Up to 2 hours a day/Varies
To adjust mirror outside of vehicle.	6-8.5 ft.	18-36 in.	Up to 1 hour a day/Varies

	Yes	No	Description
Working under pressure/deadlines	X		Expected to get students to school/destination on time
Perform fast-pace work	X		May be required to drive 55MPH
Perform self-pace work		X	
Perform incentive/piece work		X	
Perform with precise/production standards	X		Expected to complete routes on time
Deal with multiple tasks throughout the workday	X		Operate vehicle/vehicle controls, and adhere to safety guidelines
Perform complex or varied tasks	X		Operate vehicle/vehicle controls, and adhere to safety guidelines
Perform simple and repetitive tasks	X		Operate vehicle/vehicle controls
Advanced interpersonal skills (influence/negotiate)	X		May communicate with supervisor/colleagues via two-way radio
Perform in a leadership role (manage/supervise)		X	
Follow simple instructions	X		Operate vehicle controls
Follow complex instructions (beyond 3 steps)	X		Operate vehicle/vehicle controls, and adhere to safety guidelines
Working alone	X		May work alone after drop-off
Working in a group	X		May work in a group during field trips
Travelling and/or driving	X		Operate vehicle throughout bus route

Work Environment / Environmental Conditions

	Yes	No	Description
Personal Protective Equipment (PPE)	X		Gloves
Chemical Exposure	X		Oil, fuel, automotive fluids, cleaners, gas fumes
Confined Spaces (29 CFR 1910.146)		X	
High Elevations ($\geq 4'$ above floor level)	X		May be required when operating wheelchair lift
Temperature Exposure (Heat/Cold)	X		Inside and outside ambient temperatures
Work Near Moving Machinery	X		When vehicle is in operation, and wheelchair lift
Work Near Powered Industrial Trucks	X		Operate around other vehicles and walking through courtyard
Near Visual Acuity (Clarity ≤ 20 in.)	X		Operate vehicle controls/use hand tools
Far Visual Acuity (Clarity ≥ 20 ft.)	X		Monitor environment/roads for safety
Color Vision		X	
Depth Perception	X		Operate vehicle/vehicle controls, hand tools and equipment
Feel/Touch (Perceiving object attributes)	X		Must monitor feel of vehicle when operating for safety

Physical Demand Summary

Tasks	Frequency N/I/O/F/C	Description / Tools & Equipment
LIFTING/FORCE		
0 to 5 lbs.	O	Handle tools and cleaning supplies (screwdriver, wrench, brooms, dustpans)
6 to 10 lbs.	O	Handle tools, materials and cleaning supplies (wrench, brooms, wheelchair lift cover)
11 to 25 lbs.	O	To lift/maneuver wheelchair into position
26 to 50 lbs.	I	To lift/maneuver wheelchair into position
51 to 100 lbs.	N	
Floor - Waist (1"-41")	F	To access hand tools, vehicle controls, and cleaning materials
Waist - Shoulder (41"-54")	I	To access hand tools, vehicle controls, and cleaning materials
Shoulder - Overhead (55"-85")	I	To access vehicle controls/elements and complete cleaning tasks
Total Body Push / Pull	N	
Upper Extremity Push/Pull	F	To operate steering wheel, hold support handles, and help maneuver wheelchairs
POSITIONAL TASKS		
Bending / Squatting	O	To position wheelchair, access elements of the vehicle, and perform maintenance/inspections below waist level
Twisting (Waist)	I	May occur when positioning wheelchair, self in seat and monitoring vehicle/environment for safety
Kneeling	I	To position wheelchair, access elements of the vehicle, and perform maintenance/inspections below knee level
Supine-lying	N	
Crawling	N	
Neck Extension	O	Access overhead elements and adjust outside mirrors
Neck Flexion	F	To operate hand tools and vehicle controls
Neck Twisting	F	Monitor environment for safety while operating vehicle
UPPER EXTREMITY		
Overhead Reaching	O	Reach up to access door handle, two-way radio and adjust outside mirrors
Horizontal Reaching	F	Access controls to operate vehicle
Simple Grasping	F	R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> To use hand/cleaning tools and hold wheelchair handles/components during transfers

Firm/Power Grip	O	R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/>	To use hand/cleaning tools and hold wheelchair handles/components securely during transfers
Fine Manipulation/Pinch Grip	O	R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/>	Operate hand tools/vehicle controls
Wrist Flexion/Extension	O	R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/>	Operate hand tools/vehicle controls
Wrist Deviation	N	R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/>	Operate hand tools/vehicle controls
Hand/Arm Vibration	O	R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/>	Vehicle may produce minor vibration
Keying	N		
Mousing	N		
Writing	N		
Phone Calls	I		Use of two-way radio
TOTAL BODY			
Total Body Vibration	O		Vehicle may produce minor vibration
Sitting	C		Operation of vehicle requires sitting for prolonged periods of time
Standing (<3 steps)	I		May stand to assist rider, complete cleaning, maintenance or inspection
Walking (>3 steps)	I		May walk to assist rider, complete cleaning, maintenance or inspection
Climb Stairs	O		Enter/exit vehicle with step height of 14in.
Climb Ladders	N		
Driving/Foot Controls	F		Foot controls to operate vehicle
Balancing-Slippy, Narrow	O		May work in inclement weather and on uneven terrain

Never	Infrequently 2-5 % of time 1-2 reps/ hr. 2-20 reps/day	Occasionally 6-33% of time 3-12 reps/hr. 21-100 reps/day	Frequently 34-66% of time 13-30 reps/hr. 101-245 reps/day	Constantly 67-100% of time > 31 reps/hr. > 246 reps/day
-------	---	---	--	--