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Minimum Qualification Specifications for the Class:

BUS DRIVER-TRACTOR OPERATOR

Experience Requirement:

Six (6) months of work experience involving the operation of motorized equipment.

License Required:

Possession of a valid Commercial Driver's License, Type C with Endorsement P. A Department of Education School Bus Driver Certificate must be acquired within a brief period following appointment to the position and prior to the expiration of the probationary period.

Driving experience which shows a history of traffic violations may disqualify an applicant. The evaluation of the applicant's suitability may include an evaluation of information acquired through confidential inquiry of persons who are familiar with his/her driving ability and/or information acquired through traffic court records.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. In such positions, certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests:

Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Handicaps in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information, including the results of the medical examination, and requires the approval of the Superintendent or designee.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

Due to the transfer of authority to the Department of Education to administer its own Civil Service System pursuant to Act 51 Session Laws of Hawaii 2004, this is an adoption of the minimum qualification specifications for the Executive Branch Civil Service class BUS DRIVER-TRACTOR OPERATOR by the Department of Education Civil Service system.

DATE APPROVED: JAN 23 2005

EFFECTIVE DATE: JUL - 1 2005


Gerald Okamoto
Assistant Superintendent
Office of Human Resources