



READING COMMUNITY SCHOOLS

Reading Community Schools Job Posting: Substitute Bus Driver

Position: Substitute School Bus Driver

Reports To: Transportation Supervisor

Employment Type: As Needed / On-Call

Position Summary: Reading Community Schools is seeking qualified individuals to serve as Substitute School Bus Drivers. This position plays an important role in ensuring the safe and reliable transportation of students to and from school. Substitute drivers will be called on an as-needed basis to cover routes and assignments.

Essential Duties and Responsibilities:

- Operate a school bus safely and efficiently in compliance with district policies, state laws, and federal regulations.
- Transport students to and from school. (If required to attend field trips, sporting events and extracurricular activities, this will be paid at a rate of \$15 per hour).
- Conduct pre-trip and post-trip inspections of the vehicle.
- Maintain order and ensure student safety while on the bus.
- Communicate effectively and professionally with students, parents, and staff.
- Complete required reports and documentation.

Qualifications:

- High school diploma or equivalent.
- Valid Michigan Commercial Driver's License (CDL) with "S" (School Bus) and "P" (Passenger) endorsements.
- Satisfactory driving record with no major violations.
- Ability to pass a background check and physical examination.
- Dependability and flexibility to respond to calls on short notice.

Compensation:

- Competitive hourly rate: \$ 24 per hour
- Training available for qualified candidates.

Application Process:

Interested applicants should submit a completed application to:

Reading Community Schools

Attn: LynAnn Lott
301 Chestnut Street
lynann.lott@readingrangers.org
517-283-3106

Applications will be accepted until positions are filled.

Reading Community Schools is an Equal Opportunity Employer.