

Order Number:

NY1690248

Date Job Order Received:

08/03/2026

Number of Openings:

1

Company Name:

Jefferson Lewis BOCES

Job Title:

School Transportation Safety Officer

Minimum Experience Required:

3 Years

Job Description:

TITLE: School Transportation Safety Officer LOCATION: Jefferson-Lewis BOCES

RESPONSIBILITIES/DUTIES: This position involves responsibility for organizing and directing the transportation safety and training programs and compliance with New York State laws. This work is performed under the supervision of the Assistant Superintendent in accordance with established policies and procedures. Some leeway allowed for exercising independent judgement. Does related work as required. Directs staff in efficient, operation and maintenance of school transportation program; Coordinates and monitors drug and alcohol testing for school districts, municipalities, and transportation departments throughout NYS; Conducts required training and testing of transportation personnel; Evaluates drivers annually for compliance with Article 19A of the NYS Motor Vehicle law; conducts road tests and trains new drivers; Maintains driver information for DOT, SED, DMV and make sure these are up to date; Investigates school bus accidents; Checks and inspects service and maintenance procedures for buses; Investigate reports from the public of safety hazards or problems in regard to school busing of children; Assigns time schedules and bus routes; May transport children on school bus if needed; Maintains time records of Bus Drivers for payroll purposes; Prepares and maintains all necessary records and reports.

QUALIFICATIONS: Good knowledge of transportation methods and laws that govern transportation procedures; good knowledge of transportation safety methods; good knowledge of the geography of the area; good knowledge of the operation of radio and telephone equipment; working knowledge of the basic workings of a computer system; ability to assist in the planning and scheduling of bus routes and time schedules; ability to plan and conduct trainings; ability to prepare and maintain records and reports; ability to follow oral and written instructions; ability to plan and supervise the work of others; Physical condition commensurate with the demands of the position. MINIMUM

QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and: Three years of work experience in traffic safety and accident prevention; driver education and training; scheduling or dispatching of buses. SPECIAL

REQUIREMENT: Possession of valid CDL class B with Passenger (P) and School Bus (S) endorsement motor vehicle license issued by the State of New York at time of appointment; and Possession of certificate as a Certified State Examiner for school bus drivers COMPENSATION & BENEFITS: \$70,000. Commensurate with experience in keeping with the current negotiated agreement. Health insurance which includes vision

& prescription coverage, NYS Retirement membership, tax deferred annuities, employee assistance program, and generous vacation, sick and personal day policies.

START DATE: August 31, 2026 CLOSING DATE: August 17, 2026 TO APPLY:

Complete the on-line application and apply at <https://boces.recruitfront.com/Default>

Upload cover letter, resume and transcripts with your on line application.

Job Location:

Jefferson & Lewis Counties
Watertown, New York 13601

Pay:

\$70000.00 Yearly

Benefits:

Health Insurance, Dental Insurance, Vacation, Sick Leave, Holidays,
Retirement/Pension, Life Insurance

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Work Days:

Monday Thru Friday

Shift

Not specified.

Public Transportation:

Not specified.

Minimum Education Required:

GED

Driver Licenses, Including Endorsements:

Class: Class B (Truck/Bus > 26,000)

Endorsements:

How to Apply:

To apply, contact the employer by: Internet

Web-site: <https://boces.recruitfront.com/Default>