

# Robert Smith

## *Professional Bus Driver*

### PERSONAL STATEMENT

Professional Bus Driver is Picking up and dropping off passengers at scheduled times. Following safety rules as passengers board and exit buses or cross streets near bus stops. Complying with traffic regulations to operate vehicles in a safe and courteous manner. Reporting any bus malfunctions or needed repairs.

### WORK EXPERIENCE

#### ***Professional Bus Driver***

**ABC Corporation - January 2014 - 2022**

##### *Responsibilities:*

- Ensured safety regulations, rules and codes are enforced and obeyed by passengers in assigned vehicle.
- Reported any problems.
- Obtained customer signatures as needed.
- Delivered/retrieved mail to/from City Hall as needed.
- Collected and distributed meals to MOW volunteers for delivery as needed.
- Provided quality customer service to passengers.
- Answered questions and provide information regarding bus schedules, rules, regulations, routes, and other information.

#### ***Professional Bus Driver***

**Delta Corporation - 2011 - 2014**

##### *Responsibilities:*

- Transportation of multi-needs/wheelchair-bound children to and from school/activities on a full-size (40 and smaller) lift-equipped air-brake school .
- Extensive public contact and service position.
- Charter driver for school outings and private transportation.
- Completed yearly state training for proper driving and responses pertaining to school buses.
- Performed pre-trip and post-trip inspections to ensure safety of the vehicle Safely transported students to and from various educational institutions.
- Drive all age students to and from schools Work close to Parent Students and community.
- Drive Students to and from schools.

### Education

High School Diploma

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
**www.qwikresume.com**

### **SKILLS**

Bus Driver, Cross  
Assistant.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)