

ROBERT SMITH

Sr. School Bus Aide

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Enthusiastic, caring and qualified Aide who believes that all children should learn in an environment that is stimulating, comforting and appropriately tailored to children's abilities. Possesses 16 years of experience in handling the social, emotional and psychological problems of students, and assisting teachers in developing strategies and plans for their benefit.

CORE COMPETENCIES

CPR & First Aid Trained, Kaivac Machine Trained, Buffer and Burnisher proficient, OSHA certificate of general industry.

PROFESSIONAL EXPERIENCE

Sr. School Bus Aide

School District U-46 - October 1996 – 2020

Key Deliverables:

- Assists bus driver for the purpose of handling emergency situations until the driver can take over.
- Assists special education students and other passengers for the purpose of providing safe loading and unloading from buses during normal transport and emergency situations.
- Monitors students with special needs until released to the teacher, instructional assistant, parent, etc. for the purpose of ensuring the safe transportation of all passengers.
- Prepares reports (e.g. seating chart of assigned riders, incident reports, passenger misconduct, etc.) for the purpose of documenting activities, providing written reference, conveying information, and/or complying with established guidelines.
- Reports observations and/or incidents (e.g. discipline, accidents, inappropriate social behavior, etc.) for the purpose of communicating information to appropriate personnel for their action.
- Secures students and/or their equipment.
- Maintains current knowledge of Emergency Evacuation procedures.

School Bus Aide

Delta Corporation - 1994 – 1996

Key Deliverables:

- Assisted children with special needs on and off of bus, making sure they are fastened safely in their car seats with.
- Keeping the bus clean, attended safety classes and worked with parents and school staff to provide great service according to the childrens needs .
- My job was to assist in assuring the student(s) to stay seated and belted during transportation; as well as not allowing student(s) to distract .
- My main accomplishment in working in that environment was my ability to handle a student that had a bad reputation for having intolerable behavior .

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- Included providing outstanding care to children with developmental disabilities, ensuring the safe transportation of disabled children to and from .
- Worked in two areas within the BISD - PRN.
- Assisted with the transporting of handicap children to and from school, making sure they were secure during transportation.

EDUCATION

- Medical Assistant in Nursing - 2010(Everest - Aurora, IL)