

Robert Smith

Transportation Driver II

PERSONAL STATEMENT

To obtain a position utilizing acquired knowledge and experience while offering opportunity for professional growth and advancement.

WORK EXPERIENCE

Transportation Driver II

ABC Corporation - May 2010 - July 2016

Responsibilities:

- Perform daily bus inspection of interior and exterior before beginning of each shift.
- Responsible for the retrieval and departure of passengers at their designated locations as requested.
- Ensure the safety and well being of all passengers while aboard the bus.
- Responsible for the safety and well being of disabled passengers upon exiting and entering the vehicle.
- Responsible for providing passengers with proper directions and stop locations.
- Record register daily upon entry of passengers.
- Ensure completion of data report at the end of each shift.

Transportation Driver

PAISD Transportation - 2006 - 2010

Responsibilities:

- Follow safety rules as students board and exit buses or cross streets near bus stops.
- Comply with traffic regulations to operate vehicles in a safe and courteous manner.
- Maintain order among pupils during trips to ensure safety.
- Check the condition of a vehicle tires, brakes, windshield wipers, lights, oil, fuel, water, and safety equipment to ensure that everything is in working order.
- Escort small children across roads.
- Report any bus malfunctions or needed repairs.
- Pick up and drop off students at regularly scheduled neighborhood locations, following strict time schedules.

Education

- 1990(Essex County Community College - Jersey City, NJ)

CONTACT DETAILS

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

SKILLS

Cash Handling,
Customer Service,
microsoft office, Typing,
Housekeeping, Data
Entry.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

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