



Los Angeles Unified School District - Job Opportunity

Job Posting Title	Regional Transportation Manager
Reference code	JP23-338-X
Minimum Salary	\$ 115,428.00 Annual
Maximum Salary	\$ 143,820.00 Annual
Information about LAUSD	<p>We are LAUSD. We are at the forefront of innovation in public education, focused on a clear and inspiring vision of the future for all of our students as they venture forward on their journey as lifelong learners. Here, you will have the opportunity to exercise your potential in a role supporting the business of education. Our work directly contributes toward the goal of ensuring that our students graduate ready for the world – ready to thrive in college, career and life.</p> <p>LAUSD is the second largest school district in the nation with an enrollment of nearly 575,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.</p>
Department or School Site	<p>THE TRANSPORTATION SERVICES DIVISION</p> <p>The Division is made up of highly qualified and highly dedicated transportation experts and drivers. The Transportation Services Division provides home-to-school and school-to-school busing services every school day.</p> <p>In addition, the Division provides other types of bus trips each year, such as class field trips, academic shuttles, parent buses, late activity buses, and athletic team buses. Division buses drive over 9 million miles annually in support of District programs.</p> <p>Additionally, the Division operates the largest alternative fuel school bus fleet in the nation: 600 CNG, and 268 propane. LAUSD provides transportation to approximately 30,000 students through various programs such as Magnet, Capacity Adjustment, Special Education, and more.</p>

To provide this service, the Division runs more than 1,200 daily bus routes through District and contracted yellow bus services and approximately 600 routes during the summer. In addition to core services, the Transportation Services Division provides approximately 41,000 auxiliary trips annually.

The Transportation Services Division also manages more than 3,000 of the Districts operational and administrative vehicles at five major garages.

Benefits

Insurance: District paid premiums for your choice of several medical, dental, and vision for you and your dependents; and life insurance plans.

Retirement: Membership in the California Public Employee Retirement System (CalPERS).

Vacation: 24 days each year.

Paid Holidays: Up to 13 days.

Job Duties/Responsibilities

The following list includes the essential tasks/duties of this job position:

- Manages the transportation of students to and from schools and on special bus trips in conformance with District rules, policies, and procedures; local governmental ordinances; California Education and Motor Vehicle Codes; and California Highway Patrol regulations.
- Provides input into the establishment of Transportation Services Division policy and enforces that policy within a specified region within the Los Angeles area.
- Plans and supervises the deployment of personnel and equipment and use of facilities for greatest efficiency and cost effectiveness.
- Assigns contract and District routes in the most efficient manner.
- Coordinates activities such as driver training and orientation; resolution of student transportation problems; scheduling, routing, and dispatching of District and contract buses; and equipment inspection and repair with various sections of the Transportation Services Division.
- Compiles and analyzes data concerning a variety of transportation operational matters and identifies and addresses areas of concern appropriately.
- Manages and participates in the administration of applicable collective bargaining agreements, employee performance evaluations, and discipline and grievance procedures.
- Supervises and participates in studies regarding student transportation services, personnel, and equipment.
- Manages the investigation of bus accidents and incidents by interviewing involved personnel, reviewing accident reports, and making appropriate dispositions.
- Proactively responds to and resolves student transportation problems that may involve meeting with public officials, District bus drivers, contracted bus drivers and management staff, parents, community groups, and District administrators.
- Manages record-keeping activities and the preparation of

correspondence and reports.

-Trains supervisors regarding area setup, consolidation of trips and routes, and the most efficient use of resources.

-Authorizes use of relief personnel and overtime in emergency situations.

-Reviews transportation reports and data and explores ways to work more efficiently.

-Establishes a strong rapport with the local educational community by visiting schools and continuous written and verbal communication

Minimum Requirements

Education:

Graduation from a recognized college or university with a bachelor's degree in business administration, public administration, transportation management, or a related subject. Additional qualifying experience may be substituted for the required education on a year-for-year basis

Experience:

Three years of supervisory experience at or above the level of Area Bus Supervisor in the District Transportation Services Division student transportation section,

or

Three years of supervisory experience in a public or private bus transportation service with a minimum fleet of at least 100 active school bus routes.

Special:

A valid California Driver License.

CANDIDATES MUST MEET THE MINIMUM REQUIREMENTS BY THE END OF THE APPLICATION PERIOD.

Desirable Qualifications

The ideal candidate for this position will have comprehensive knowledge of pertinent state/federal rules and regulations as they relate to student transportation (California Highway Patrol, Department of Transportation, etc.), as well as experience supervising transportation activities and making critical decisions that impact a large-scale school bus routing operation, which includes checking for route coverage, conducting area audits, monitoring driver attendance and overtime.

They will have demonstrated knowledge of Collective Bargaining Agreements (CBA) and/or Memorandums of Understanding (MOU), since the Regional Transportation manager is responsible for overseeing staff that belong to various union groups [which, in turn, affects the work operations].

The ideal candidates will possess experience utilizing various technologies, such as: MapNet, BusOps, Welligent (e.g. Student Data), MS Word, and MS Excel. They will build effective working relationships

with principals, Local Superintendents, and also leaders from School Operations, School Police, Information Technology Division, Maintenance and Operations, Legal, and Garage/Fleet, and perform responsibilities as they relate to school bus transportation operations. They will provide exceptional customer service to parents, school administrators, and other related staff within Transportation Services Division.

Furthermore, they will demonstrate exceptional writing and oral communication skills to when addressing issues and relaying information the appropriate parties/stakeholders. Additionally, they will be responsible for managing employee performance (e.g. performance evaluations, counseling, etc.) as well as leadership activities to coordinate the efforts of all staff within their area region. They will demonstrate unwavering integrity in all aspects of their work.

Employment Selection Process

The selection process may tentatively consist of one or more of the following: a scored questionnaire/Training and Experience (T&E) Evaluation, a computerized multiple-choice test, a technical/writing project, a performance evaluation, and/or an interview. All candidates will be notified via e-mail of the next steps in the selection process shortly after recruitment closes.

Please be sure to include correspondence from @lausd.net as an approved sender so that messages aren't accidentally placed into your spam/junk e-mail folder.

Application Process

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION?

Email us at helpmeapply@lausd.net

To find out whether the application deadline has been extended, visit the website at: <http://www.lausdjobs.org> .

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

Additional Posting Information

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth,

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breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance.

For inquiries or complaints contact our Equal Opportunity Section, (213) 241-7685.

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months. The hiring list resulting from this assessment process may be used to fill open positions in related job classifications.

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