

[Full Name]

[City, State] | [email@example.com] | [Phone Number]

PROFESSIONAL SUMMARY

Safety-focused **[Bus Driver]** with [X] years of experience operating [city transit/school/charter] buses on fixed and variable routes. Proven record of maintaining an excellent driving record, adhering to DOT regulations, and delivering punctual, reliable service. Skilled in managing passenger safety, handling high-traffic urban environments, and providing courteous customer service to diverse rider populations. Adept at conducting thorough pre-trip and post-trip inspections and collaborating with dispatch and maintenance teams to minimize service disruptions.

EXPERIENCE

[Lead Bus Driver] | [City Transit Authority]

[Month Year] – Present | [City, State]

- Operate [40-foot/60-foot] [diesel/hybrid/electric] buses on assigned routes, consistently achieving on-time performance targets of [95%+] while complying with all local, state, and federal traffic regulations.
- Conduct detailed pre-trip and post-trip inspections using [company inspection checklist] and [electronic logging system], identifying and reporting mechanical issues promptly to reduce in-service breakdowns by [X]%.
- Provide clear, courteous communication to an average of [X] passengers per shift, including assisting riders with disabilities using [wheelchair lifts/ramps] and securing mobility devices in accordance with ADA guidelines.

[School Bus Driver] | [District School Transportation Department]

[Month Year] – [Month Year] | [City, State]

- Safely transported up to [X] students per route on established morning and afternoon schedules, maintaining a [0-incident] record for accidents and major safety violations throughout employment.
- Implemented and reinforced student behavior and safety rules, collaborating with school administrators and parents to reduce bus conduct incidents by [X]% over [time period].
- Maintained accurate daily logs, route sheets, and incident reports using [district routing software/paper logs], ensuring compliance with school district policies and state pupil transportation regulations.

EDUCATION

[High School Diploma] | [Name of High School]

[Month Year] – [Month Year] | [City, State]

- Relevant coursework: [Driver Education], [Basic Automotive Maintenance], [Safety & Health].

[Commercial Driver Training Program] | [Driving School or Community College]

[Month Year] – [Month Year] | [City, State]

- Completed [CDL Class B/Class C] training with passenger endorsement, including [X] hours of behind-the-wheel instruction on [transit/school/coach] buses.

SKILLS

Licensing & Safety: [Valid CDL Class B/Class C], [Passenger (P) Endorsement], [School Bus (S) Endorsement], [Clean Driving Record], [DOT Regulations Compliance].

Vehicle Operation: [City Bus Operation], [School Bus Operation], [Air Brake Systems], [Pre-trip/Post-trip Inspections], [Defensive Driving Techniques].

Route & Time Management: [Route Navigation], [Adherence to Schedules], [Traffic & Weather Adaptation], [GPS & Dispatch Systems], [Logbook Management].

Customer & Student Service: [Passenger Assistance], [Conflict De-escalation], [Clear Verbal Communication], [Professional Demeanor], [Cultural Sensitivity].

Regulatory & Compliance: [ADA Accessibility], [School Transportation Policies], [Company SOPs], [Incident Reporting], [Safety Drill Procedures].

Personal Attributes: [Reliability & Punctuality], [Attention to Detail], [Calm Under Pressure], [Problem-Solving], [Team Collaboration].

PROJECTS

[Route Safety Improvement Initiative] | [City Transit Authority]

[Month Year] – [Month Year]

- Collaborated with [supervisors/route planners] to identify high-risk intersections and stops along assigned routes, providing driver feedback that contributed to updated stop locations and improved signage.
- Participated in a pilot program testing [new onboard camera system/driver alert technology], documenting observations that informed training updates for [X]+ drivers.

[Student Safety & Behavior Program] | [School Transportation Department]

[Month Year] – [Month Year]

- Worked with school staff to introduce a standardized set of bus behavior expectations and safety reminders, delivered during the first week of each term.
- Helped reduce repeat behavior referrals on assigned routes by [X]% through consistent communication, positive reinforcement, and clear escalation procedures.