



School District of Neillsville

Director of Transportation

We are seeking a highly motivated **Director of Transportation** to lead our district's transportation department. This is a full-time, 12-month position responsible for ensuring safe, efficient, and compliant transportation services for our students and staff.

Key Responsibilities:

- Supervise and manage transportation staff, including drivers and mechanics.
- Develop and implement transportation safety programs for drivers and students.
- Oversee and perform preventative maintenance on all district vehicles and buses.
- Act as a delegated driver trainer, ensuring all drivers meet state and federal requirements.
- Manage all state and federal transportation reporting.
- Develop and optimize bus routes and driver schedules.
- Utilize strong problem-solving skills to address transportation challenges.
- Maintain proficiency in Google and Microsoft Office Suite.

Qualifications:

- Must possess a valid Commercial Driver's License (CDL) with Bus and Passenger Endorsements, or the ability to obtain one within a specified timeframe.
- Proven experience in transportation management and supervision.
- Excellent communication and interpersonal skills.
- Strong organizational and problem-solving abilities.
- Ability to pass a comprehensive background check and maintain a clean driving record.

Benefits:

We offer a competitive benefits package including health, dental, and long-term disability insurance, participation in the state retirement system, and other voluntary benefits.

To Apply:

Interested candidates are encouraged to submit an application available at www.neillsville.k12.wi.us or in any of the school offices. For any questions regarding this position, please contact the District Administrator at 715-743-8728.

614 East 5th Street, Neillsville, WI 54456 or email completed application to Michelle Kranz, Business Manager at mikranz@neillsvillek12.org.