

Bus Driver Appraisal

Name _____

Date _____

() Probationary Hire Date _____

() Bi-Annual Last Eval Date _____

1. JOB PERFORMANCE

	Needs Improvement	Satisfactory
A. Pre-check of bus	☹	☺
B. Driving record	☹	☺
C. Driving habits	☹	☹
D. Ability to control students while driving	☹	☹
E. Use of two-way radio	☹	☹
F. Proper use of warning lights	☹	☹
G. Proper procedure at railroad crossings	☹	☹
H. Loading / unloading of bus	☹	☹
I. Observe speed limits	☹	☹
J. Shows patience when driving	☹	☹
K. Ability to control bus	☹	☹
L. Care of bus	☹	☹
M. Record keeping, submission of paperwork	☹	☹
N. Attendance at safety meetings	☹	☹
O. Responds to directions in a respectful and courteous manner	☹	☹

2. PERSONAL CHARACTERISTICS

	Needs Improvement	Satisfactory
A. Ability to work with others, including supervisors	☹	☹
B. Ability to carry out responsibilities	☹	☹
C. Anticipates needs and responds in a timely and appropriate manner	☹	☹
D. Neatness in appearance	☹	☹
E. Punctuality and attendance	☹	☹
F. Offer opinions in a constructive and helpful manner	☹	☹

