

COMPETENCY-BASED OCCUPATIONAL FRAMEWORK FOR REGISTERED APPRENTICESHIP

Transit Coach Operator

ONET Code: [53-2021.00](#)

RAPIDS Code: [2074CB](#)

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Work Process Schedule

Job Functions and Competencies

WORK PROCESS SCHEDULE		ONET Code: 31-9093.00	
Transit Coach Operator		RAPIDS Code: 2074CB	
JOB TITLE:			
LEVEL:		SPECIALIZATION:	
STACKABLE PROGRAM <input type="checkbox"/> yes <input type="checkbox"/> no			
BASE OCCUPATION NAME:			
Company Contact: Name			
Address:		Phone	Email
Apprenticeship Type: <input type="checkbox"/> Competency-Based <input type="checkbox"/> Time-Based <input type="checkbox"/> Hybrid		Prerequisites CDL Class A or B permit or license with passenger and air brake endorsement	
JOB FUNCTION 1: Adheres to policies, laws and regulations related to operating a motor coach			
Competencies	Core or Optional	RTI	OJT
A. Follows agency standards for attire and appearance	Core or Optional		
B. Adheres to customer service policies	Core or Optional		
C. Follows agency personnel policies and practices	Core or Optional		
D. Fulfills agency training and assessment requirements	Core or Optional		
E. Maintains a safe and secure environment for self and passengers	Core or Optional		
JOB FUNCTION 2: Follows standard operating procedures issued by employer			

Competencies	Core or Optional	RTI	OJT
A. Completes a pre-trip inspection of critical components and completes Driver Vehicle Inspection Report	Core or Optional		
B. Performs a post-trip inspection check	Core or Optional		
C. Performs a proper terminal check	Core or Optional		
JOB FUNCTION 3: Properly and safely operates transit vehicle during the day and night in a variety of weather situations and road conditions			
Competencies	Core or Optional	RTI	OJT
A. Operates vehicle safely in the day or night	Core or Optional		
B. Scans, detects, and responds properly to potential dangers in the driving environment	Core or Optional		
C. Performs proper parking/securement procedures	Core or Optional		
D. Properly performs routine procedures such as fare collection, relief procedures, and end of route procedures	Core or Optional		
E. Safely performs service stops	Core or Optional		
F. Safely enters and exits intersections and roundabouts	Core or Optional		
G. Safely shares road with bicyclists, pedestrians, and motorists; accident avoidance	Core or Optional		
H. Consistently uses proper signals to communicate to other drivers	Core or Optional		
I. Manages life as an operator to minimize stress and maintain health	Core or Optional		
JOB FUNCTION 4: Provides customer service to passengers; ensures safe transportation of passengers			
Competencies	Core or Optional	RTI	OJT
A. Adheres to Americans with Disabilities Act requirements	Core or Optional		
B. Assists customers with special needs	Core or Optional		
C. Reports malfunctions, breakdowns or maintenance needs accurately and promptly.	Core or Optional		
D. Safely and effectively diffuses escalating situations	Core or Optional		

E. Displays knowledge of the routes to assist passengers with navigation	Core or Optional		
JOB FUNCTION 5: Utilizes appropriate vehicle communication devices and techniques; communicates professionally with others to gain or convey information			
Competencies	Core or Optional	RTI	OJT
A. Properly uses signals to communicate with drivers	Core or Optional		
B. Communicates appropriately with dispatch operators and/or supervisors	Core or Optional		
C. Reports malfunctions, breakdowns or maintenance needs accurately and promptly	Core or Optional		
D. Displays knowledge of the routes to assist passengers with navigation	Core or Optional		
JOB FUNCTION 6: Operates according to health, safety and environmental standards, best practices and requirements			
Competencies	Core or Optional	RTI	OJT
A. Complies with hours of service requirements	Core or Optional		
B. Operates in a way that minimizes negative impact of transportation on environmental health and safety	Core or Optional		
C. Responds appropriately and completes proper documentation in the event of an accident	Core or Optional		

Specialization

Type of Specialization: _____

JOB FUNCTION 1:		
Competencies	RTI	OJT
JOB FUNCTION 2:		
Competencies	RTI	OJT
JOB FUNCTION 3:		
Competencies	RTI	OJT

Related Technical Instruction Plan

COURSE NAME	Course Number
	Hours
LEARNING OBJECTIVES	
COURSE NAME	Course Number
	Hours
LEARNING OBJECTIVES	
COURSE NAME	Course Number
	Hours
LEARNING OBJECTIVES	

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COURSE NAME	Course Number
	Hours

LEARNING OBJECTIVES

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LEARNING OBJECTIVES

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