

Job Posting: Posting Detail

Posting: C2526/061 **Description:** Bus Driver – ON-CALL
Start Date: ASAP **End Date:**
Posting Date: Apr 8, 2025 **Closing Date:** Jun 14, 2026 – 4:00pm

Location	Position	Assignment Type	Hours
Transportation	Bus Driver	Temporary	up to 30

Current Shift: This is an ON-CALL position working on an as-needed basis up to 30 hours per week, Monday to Friday when school is in session, 10 months per year while school is in session. THERE ARE NO GUARANTEED HOURS.

Pay Rate: \$27.18

JOB DESCRIPTION

CLASSIFICATION

Facilities

POSITION

Bus Driver

SUMMARY

Under limited direction of the Transportation Manager operates a school bus to transport students in accordance with District Bus Drivers' Manual, NSC Safety Manual and School District Policy.

DUTIES

- Transports students to and from school in accordance with routes and schedules
- Directs, monitors and disciplines students and ensures compliance with safe loading, riding and unloading procedures
- Consults with parents, teachers and school administration regarding student behaviour and discipline
- Monitors and uses two-way radio
- Conducts pre-trip and post-trip inspections in accordance with B.C. Motor Vehicle Act, National Safety Code and CVSE guidelines
- Transports students on local, out-of-town and overnight field trips as requested by the School Board
- Regularly fuels vehicle using diesel
- Reports defects to vehicle maintenance personnel, assists in assessing maintenance problems and performs minor running maintenance and emergency repairs when required
- Ensures the safe loading, riding and unloading of students with special needs and students prone to violent behaviour
- Consults with the Transportation Manager regarding bus routes, passengers, discipline problems and traffic violation reports
- Cleans and disinfects interior and exterior of school bus
- Instructs students in Kindergarten-Grade 2 Bus Safety Program
- Provides orientation to temporary bus drivers
- Provides emergency first aid
- Secures bus and activates Physical Plant security system and access gates

* Performs other assigned duties that are within the area of knowledge and skills required by the job description.

QUALIFICATIONS

- Grade 10
- Minimum two years professional driving experience
- Valid B.C. Class 2 Driver's License with Air Brake Endorsement
- Level One First Aid and CPR Certificate
- Successful completion of District Bus Driver Examination
- Working knowledge of Federal and Provincial Transportation Regulations

* Or an equivalent combination of training and experience.

DESIRABLE SKILLS

- Knowledge of motor mechanics
- Non-Violent Crisis Intervention training

DATE

November 2020