SAANICH SCHOOLS
SCHOOL DISTRICT 63 (SAANICH)
2125 Keating Cross Road, Saanichton, BC Canada V8M 2A5
Phone: (250) 652-7300 Fax: (250) 652-6421 saanichschools.ca

Job Posting: Posting Detail

Posting: C2627/025 **Description:** Bus Driver – ON-CALL
Start Date: ASAP **End Date:**
Posting Date: Oct 1, 2026 **Closing Date:** Dec 9, 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. Full- and part-time work available. **THERE ARE NO GUARANTEED HOURS.**

Pay Rate: $28.84

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