

## **JOB IDENTIFICATION:**

**Bus Driver**

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### **JOB SUMMARY:**

Under the supervision of the Secretary-Treasurer and the direction of the Operations Manager, drives a school bus in a safe and efficient manner.

### **DUTIES AND RESPONSIBILITIES:**

01. transports students to and from school and on all other trips as assigned.
02. supervises students on the bus to maintain a safe environment on regular, scheduled runs
03. reports discipline problems in writing to the Principal and the Operations Manager
04. undertakes pre- and post-trip inspections
05. sweeps and cleans interior of the bus daily, and exterior as required, to maintain safe and clean condition of vehicle
06. makes minor repairs as required and reports any items requiring repairs to the Transportation Lead hand
07. demonstrates a positive role model for students at all times
08. maintains student discipline on bus
09. displays excellent interpersonal skills
10. maintains safe work practices

### **QUALIFICATIONS:**

01. Grade 10 or equivalent
02. valid BC Class 1 or 2 driver's license with air certification
03. 2 years driving experience on a bus or similar vehicle
04. working knowledge of operation and servicing of buses
05. physical capability to perform duties