



## External Support Staff Vacancy

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### On-Call Bus Driver

<b>Posting #:</b>	C1819/203	<b>Location:</b>	Transportation
<b>Hours per week:</b>	Up to 21.6 hours per week	<b>Status:</b>	Temporary
<b>Start Date:</b>	As soon as possible	<b>Pay Rate:</b>	\$21.75/hour

### District Overview

Driven by our desire to help students thrive in their academic and personal lives, the Saanich School District provides quality educational programs and a safe and nurturing learning environment for the over 7,000 culturally diverse students within its 18 schools. Serving the Saanich Peninsula located just north of Victoria, BC, the district has one of the highest graduation rates in the province and a student body that consistently scores well on annual assessment tests, thanks in large part to the dedication and efforts of our 900 teaching and support staff.

### Job Description

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
- Ensures interior and exterior cleanliness 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

### **To Apply**

To apply please send your application to [hr\\_cupe@saanichschools.ca](mailto:hr_cupe@saanichschools.ca). We thank all applicants for their interest, however, only shortlisted applicants will be contacted.