



School Bus Driver

(Subject to JJEC Review)

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POSITION **School Bus Driver**

Reporting to the Manager Fleet and Transportation the School Bus Driver operates a school bus to transport students in accordance with District Bus Drivers' Manual, NSC Safety Manual and School District Policy.

BD – 1

Inspects assigned vehicle daily for road worthiness, checks fuel, oil, and fluid levels and fills as necessary.

BD – 2

Maintains daily Vehicle Inspection Reports according to regulatory requirements.

BD – 3

Transports students to and from school in accordance with routes and schedules.

BD – 4

Directs and monitors students and ensures compliance with safe loading, riding and unloading procedures.

BD – 5

Consults with parents, teachers and school administration regarding student behaviour and discipline.

BD – 6

Transports students on local, out-of-town and overnight field trips as requested by the School Board.

BD – 7

Monitors and uses two-way radio.

BD – 8

Consults with the Fleet and Transportation Manager regarding bus routes, passengers, discipline problems and traffic violation reports.

BD – 9

Ensures interior and exterior cleanliness of school bus.

BD – 10

Provides emergency first aid.

BD – 11

Performs other duties consistent up to the level of the assigned role.

BHOP – 12

Performs duties in compliance with safety regulations.

QUALIFICATIONS

School Bus Driver

EDUCATION	<p>Grade 10</p> <p>Valid Class 2 British Columbia Driver’s License with Air Brake Endorsement</p> <p>Level 1 First Aid and CPR Certificate</p>
EXPERIENCE	<p><i>EXPERIENCE REQUIREMENTS</i></p> <p>Minimum 2 years bus driving experience</p>
KNOWLEDGE SKILLS AND ABILITIES	<p><i>THE CANDIDATE MUST POSSESS A DEMONSTRATED KNOWLEDGE OF:</i></p> <p>Job related safety regulations and techniques as outlined in the B.C. Motor Vehicle Act, National Safety Code and CVSE guidelines.</p> <p>District Bus Drivers’ Manual, NSC Safety Manual and School District Policy.</p> <p>Working knowledge of Federal and Provincial Transportation Acts and Regulations.</p> <p>Broad knowledge of computer technology.</p> <p><i>INTERPERSONAL REQUIREMENTS</i></p> <p>Maintain a cooperative working relationship with other workers, administrators, supervisors, teaching staff, students, parents and the general public.</p>

WORKING CONDITIONS	<i>OCCUPATIONAL REQUIREMENTS</i> Able to lift and carry up to 20kg of supplies and equipment required to perform his/her duties in accordance with the WorkSafeBC regulations. Able to work in a highly active physical I environment. Able to perform related physical and mental activities. Able to work in adverse weather conditions.
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