



EMPLOYMENT OPPORTUNITY

POSITION: School Bus Driver – On Call
LOCATION: Wiikwemkoong Board of Education
SALARY: Starting Salary @ \$33.34 per hour (4 hour/day)
START DATE: On Call

Under the direct supervision of the Transportation Supervisor and general direction of the Wiikwemkoong Board of Education.

RESPONSIBILITIES:

- To transport children to and from school as determined by the Board, as followed by the set route.
- To transport children to and from activity locations as determined by the Board.
- To maintain proper order and discipline on the bus.
- Communicating clearly and interacting with parents, school employees, passengers, co-workers & the public in a courteous and professional manner.
- Maintain a daily report of activities via driver logbook.
- Perform daily, pre-trip vehicle inspections of the school bus, record the results of the inspection, and file a written report of any abnormalities on maintenance of the bus.
- Complete and submit Incident Report Forms as needed to the appropriate authorities (e.g., Principal)
- Attend and participate in annual in-service instruction for school bus.
- Participate in conducting school bus emergency evacuation drills as required.
- Any other related tasks as assigned by the Transportation Supervisor.

QUALIFICATIONS:

- Possess a driver's license issued by the Ministry of Transportation valid for the operation of the vehicle-type to be driven (72 passenger bus) B certification and Class E (24 passenger bus). Training can be provided.
- Maintain an acceptable driving record in accordance with board policy.
- Knowledge & appreciation of Anishinaabe culture, traditions, language, and history.
- Provide a cover letter, resume, and three current work-related references.
- Provide a current original vulnerable/criminal reference check (within the last 90 days) upon offer of employment.

DEADLINE: Open Until Filled

DIRECT APPLICATIONS TO: Wikwemikong Board of Education
34 Henry Street
Wikwemikong, Ontario P0P 2J0
Tel: 705-859-3834 Fax: 705-859-3787
Email: applications@wbe-education.ca

Preference will be given to Indigenous applicants. Self-identification is encouraged.

***Note: Only those selected for an interview will be contacted. ***