



## EMPLOYMENT OPPORTUNITY

**POSITION:** School Bus Driver – On Call  
**LOCATION:** Wiikwemkoong Board of Education  
**SALARY:** Daily Rate \$91.75 (4 hours)  
**START DATE:** On Call

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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](mailto: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. \***