



EMPLOYMENT OPPORTUNITY

POSITION: School Bus Driver
LOCATION: Wiikwemkoong Board of Education
SALARY: \$33.34/hr. (4 hours/day)
START DATE: Immediate

The School Bus Driver is responsible for the safe, timely, and courteous transportation of students to and from school and school-related activities. The driver ensures compliance with Ontario traffic laws, Ministry of Transportation (MTO) regulations, and school transportation policies while maintaining a positive and respectful environment for students.

RESPONSIBILITIES:

- Safely transport students to and from school and Board-approved activities following assigned routes and schedules.
- Ensure student safety while boarding, riding, and exiting the bus, including maintaining appropriate order and behaviour.
- Conduct daily pre-trip and post trip vehicle inspections, document results, and report mechanical or safety concerns in writing.
- Complete daily driver logbooks and submit required reports, including incident reports, to the appropriate WBE staff.
- Attend mandatory training, including annual in-service instruction and emergency evacuation drills.
- Communicate clearly, courteously, and professionally with students, parents, WBE staff, and the public.
- Clean and maintain the interior of the bus, including sweeping floors, wiping seats and interior glass, and collecting and properly disposing of garbage.
- Any other related tasks as assigned by the Transportation Supervisor.

QUALIFICATIONS:

- Valid Ontario driver's license appropriate for the bus being operated (Class B for 72 passenger bus or Class E for 24 passenger bus); training can be provided.
- Acceptable driving record in accordance with Board policy.
- Knowledge and appreciation of Anishinaabe culture, traditions, language, and history.
- Ability to work split shifts (morning and afternoon routes).

CLOSING DATE: **March 11, 2026 @ 2:00 p.m. (2nd Posting)**

Interested applicants are invited to submit a cover letter, resume, and three current work-related references. A current Criminal Reference Check with Vulnerable Sector screening upon offer of employment.

DIRECT APPLICATIONS TO: Angela Shawanda, Recruitment and Retention Coordinator
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. ***