



School District No. 64 (Gulf Islands) invites applications for **substitute/casual** work as Bus Driver(s) for Salt Spring Island. The pay rate is \$24.13 per hour.

***Applications should be accompanied by evidence of successful demonstration of the following:***

- ▶ Driver's abstract
- ▶ Class II license including air ticket
- ▶ Emergency First Aid Certificate appropriate for caring for children and youth
- ▶ Documented evidence of:
  - Two years successful work experience as a school bus driver or in related work
  - Ability and desire to work collaboratively
  - Ability to use conflict resolution and anger management techniques

Refer to the job description attached with this posting on the district website for a detailed list of duties.

For further information regarding the position, please contact John Wood, Transportation Supervisor by email at [jwood@sd64.bc.ca](mailto:jwood@sd64.bc.ca) or by phone at 250-537-4552.

You are encouraged to submit your application as soon as possible; however, the competition will remain open until successful candidates are found or until otherwise advised on our website.

**Applications with supporting documents should be forwarded to:**

Linda Underwood, Director of Instruction, Human Resources  
c/o Dawne Fennell, Executive Assistant  
School District No. 64 (Gulf Islands)  
112 Rainbow Road  
Salt Spring Island, B.C. V8K 2K3

Fax: 250-537-4200

Email: [dfennell@sd64.bc.ca](mailto:dfennell@sd64.bc.ca)

Please include with application:

- Current curriculum vitae
- Names of three professional references including their addresses, phone numbers and email addresses
- Other documents related to this application

***Please note: incomplete applications will not be considered.***

***Thank you to all who apply; however, only those individuals chosen for an interview will be notified.***

**SCHOOL DISTRICT #64 (Gulf Islands)**

**Job Description**

**Bus Driver**

**SUMMARY**

Under direction operates a school bus, in accordance with the BC Motor Vehicle Act, to safely transport students.

**DUTIES**

**Under direction:**

- Transports students to and from school and on school related field trips
- Supervises students in transit and during loading and unloading
- Conducts pre-trip and post-trip inspections in accordance with the BC Motor Vehicle Act Regulations (Safety Code)
- Cleans and performs routine inspection and maintenance of assigned school bus
- Uses WHMIS and attends scheduled safety training
- Maintains passenger list(s)
- Completes mileage reports for fieldtrips
- Performs other assigned comparable duties which are within the area of knowledge and skills required by the job description

**QUALIFICATIONS**

- Grade 10
- Class II BC Driver's License with air brake endorsement
- Valid First Aid Certification w/ AED/CPR
- 2 years experience in related work
- Documented evidence of exemplary interpersonal skills and ability to work independently and as a member of a team

Or equivalent combination of training and experience

**RELATIONSHIPS**

- Responsible to Transportation Supervisor

**APPROVED**

On behalf of:  
School District #64 (Gulf Islands)

*Original signed by:*

Rod Scotvold  
Secretary Treasurer

September 09, 2015

On behalf of:  
CUPE Local 788

*Original signed by:*

Larry Melious  
President

September 24, 2015

**Classification: Operations IV**

JJEC approved date: May 21, 2015