**Bus Driver**

**Regular**

Posting #2022025

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**Internal / External Posting**

Today’s Date: November 30, 2021  |  Closing Date: Open until filled

**Hours**

Variety of shifts - including early Mornings, Afternoons including Weekdays and/or Weekends

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**Salary**

$19.74 - $21.82 per hour depending on years of service at SMS. This is a bargaining unit position in the Professional Employees Association.

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**Summary**

St. Margaret’s School is looking for a bus driver to join our positive and energetic community. The key responsibility is to provide safe transportation to our students around the Greater Victoria area. The Bus Driver works with members of the St. Margaret’s community to coordinate the safe pickup and transportation of students in a courteous and respectful manner.

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**Job Duties include**

- Drive safely and responsibly while being prepared for all driving conditions.
- Perform daily safety and maintenance checks including ensuring the bus is clean.
- Complete pre and post trip inspections on every trip, reporting any requirements for maintenance or repair immediately to Transportation Coordinator.
- Other duties as assigned.

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**Requirements and Qualifications include**

- Valid Class 4 or Class 2 Drivers License.
- 5 years of verifiable safe driving experience.
- Submission of a current driver record (Driver Abstract from ICBC).
- Good communication skills (both verbal and written) to be able to interact with fellow drivers and members of the SMS community.
- Completion of a Criminal Records Review Check for the purpose of working with children.
- Exceptional customer service skills including problem solving and sound decision-making.
- Actively support the vision, mission and values of our School.

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Interested candidates are invited to submit an application and professional references, quoting the **Posting # 2022025** to:

Human Resources
St. Margaret’s School
1080 Lucas Avenue
Victoria, BC  V8X 3P7
Email: careers@stmarg.ca