



Job Opportunity
Bus Driver – LSK
Sipekne'katik First Nation
Extended: July 3, 2020

General Description:

Under the direction of the Director of Education, the bus driver is responsible for the safe and efficient transportation of students to and from school as well as extracurricular activities. This position is to be available through the summer months.

The bus driver's work schedule will be determined by the Supervisor and LSK School regarding the transportation route and time frames which will include number of trips per day. Please note that this schedule can change during unexpected emergencies or school closures.

Responsibilities:

- Assume personal responsibility for obeying all traffic laws and being compliant with the regulations of the Nova Scotia Association of Pupil Transportation governing the operation of school buses.
- Assume responsibility for the safety of children on the bus and conforming to safety regulations.
- Conduct daily exterior and interior safety checks of bus and notifying personnel of any safety concerns.
- Clean interior of the bus daily and wash exterior as needed.
- Comply with discipline procedures as outlined in the Sipekne'katik Band Human Resource Policy.
- Supervise students while transporting them and report behavior problems to the appropriate administrator.
- Pick up and drop off students at regularly scheduled neighborhood locations following strict time schedules.
- Ensure only authorized students are transported.
- Enforce regulation of "no Eating on the Bus" as well as any other procedures.
- Attend required training, as determined by supervisor, that includes yearly CPR and First Aid Courses.
- Report all accidents/incidents that includes completing and submitting reports/forms.
- Report any bus malfunctions or changes in time of pick-up and/or student drop offs.
- Maintain a positive and calm demeanor while kids are on the bus.
- Perform other related duties as directed by the Principal, Director of Education or Director of Operations

Qualifications:

- High School Diploma or equivalent.
- Must possess a valid Nova Scotia Driver's License Class 2B
- Must have air certification or willing to successfully obtain it.
- Must provide a satisfactory Driver's Abstract with a minimum of 20 hours on the road training.
- Must submit to drug and Alcohol testing as required
- Must have, or be willing to obtain, a CPR and First Aid Certification as well as training in using epi-pens.
- Must have the ability to communicate and work well with children of all ages including with special needs.
- Must have an understanding of the Mi'kmaq First Nations Community.
- A satisfactory criminal record check, child abuse registry and valid license for driving a bus is required.



This position includes health, dental and life insurance as well as employee pension plan. The start date for this position will be dependent on the school re-opening.

Please apply with a resume, cover letter, criminal records check, child abuse registry and three work references to:

Human Resource Manager

Email employmentapplication@sipeknekatik.ca

Or

Mail/drop off: 522 Church Street, Indian Brook, NS B0N 1W0

EXTENDED DEADLINE: July 3, 2020

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. The Band will not assume any expenses related to any job application process, included but not limited to travel, relocation, and application development. Please note certain positions come with mandatory employee benefits. **Only those applicants who qualify for an interview will be contacted.***