



Career Opportunity
Bus Driver
(Full Time, Permanent)

Closing:
October 22, 2025
Anticipated Start Date:
Immediate

Salary Range:
Based on a daily flat rate of \$ 149.29

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 complying 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 adhering to safety regulations.
- Conduct daily exterior and interior safety checks on the bus and notify appropriate personnel of any safety concerns.
- Clean the interior of the bus daily and wash the exterior as needed.
- Comply with discipline procedures as outlined in the Sipekne'katik Band Human Resources 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, adhering to established routes and strict time schedules.
- Ensure that only authorized students are transported.
- Enforce the regulation of "No Eating on the Bus" and other applicable safety and conduct procedures.
- Attend required training sessions as determined by the supervisor, including annual CPR and First Aid certification.
- Report all accidents and incidents, including the completion and submission of required reports and forms.
- Report any bus malfunctions or changes in pick-up or drop-off times.

- Maintain a positive, calm, and professional demeanor while students are on the bus.
- Perform other related duties as assigned by the Principal, Vice Principal, or Director of Education.

Qualifications and Experience/Skills:

- Minimum Grade 12 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 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 Mi'kmaq First Nations Communities.
- A satisfactory criminal record check and a clean child abuse registry check are required.

Benefits:

This position comes with a variety of benefits including Health, Dental, Disability and Life Insurance, an Employee & Family Assistance Program and employer Pension Plan.

Please apply with a resume, cover letter and criminal records check to:

Human Resources Department

Email employmentapplication@sipeknekatik.ca

Mail/drop off: 522 Church Street, Indian Brook, NS B0N 2H0

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.