

Posting Date: October 4, 2023



Island Catholic Schools
Invites applications for:

One (1) Bus Driver at
Queen of Angels School in Duncan
Start date: As soon as possible
Salary: \$23.27 – \$25.02

Queen of Angels School is currently seeking one bus driver for the morning and afternoon routes and also for field trips.

Qualifications and Skills

- Possess a valid BC Class 2 driver's license
- Possess a satisfactory Drivers Abstract
- Have a minimum of one-year work experience in related/relevant driving position preferred
- Previous experience driving students preferred
- Valid Emergency First Aid & CPR Certificate or willing to obtain within a set timeframe
- Be able to maintain a safe, orderly and disciplined bus environment while transporting students
- Be reliable and courteous

Responsibilities and Duties

- Transport passengers safely
- Perform/complete pre and post trip duties as per ICBC regulations (established processes)
- Present a responsible and professional image
- Adheres to workplace health & safety policies, safe work practices and procedures
- Must be able to work on call

Please Provide:

- Cover letter and/or resume
- Support Staff Application Form
- Photocopy of Driver's Abstract
- Name and contact information of two (2) references

Support Staff Application Form available on website: <https://cisdv.bc.ca/employment-opportunities/>

If offered a position, the person must first be cleared with a successful Criminal Record Check Vulnerable Sector Check as per Diocesan Policy.

For further information, contact:

Mr. Brian Untereiner, Principal, Queen of Angels School

Email: buntereiner@cisdv.bc.ca Phone: 250-746-5919

Applications should be forwarded to:

Island Catholic Schools Office

Attention: Superintendent of Schools

#1-4044 Nelthorpe Street, Victoria, BC V8X 2A1

schools@cisdv.bc.ca

Application deadline: Until position is filled.