



SCHOOL DISTRICT #8 (KOOTENAY LAKE)

JOB DESCRIPTION

Status: Approved

Date: May 9, 2014

Job Title:

Bus Driver

Job Summary:

An employee under the direction of the Director of Operations or designate who operates a school bus, in the provision of student transportation and support services. The employee ensures that the vehicle is in safe condition and in accordance with all applicable Acts, Regulations and Board Policy.

Job Requirements:

1. Possesses a valid B.C. Class 2 (minimum) Driver's License including an air brakes Endorsement. May be required to drive a manual transmission.
2. Participates in School District #8 Bus Driver Training and Safety Programs.
3. Administers and conducts student discipline procedures.
4. Communicates appropriately with other staff members, students and parents as required.
5. Works effectively as part of a collaborative team, maintaining a professional attitude and confidentiality in working relationships with all school personnel, students, parents and the public.
6. May be required to dispense approved medications as prescribed by the student's doctor in accordance with Board Policy No. 310 – Student Medication and be required to sign Request for Medication Form attached thereto. Training will be provided.
7. Thorough understanding of School District No. 8 Pupil Transportation Manual.
8. Must have understanding and knowledge of safe work practices.
9. Responsible to provide and maintain a variety of operational records and reports as they pertain to students, bus maintenance and driving.
10. Performs other job related duties as may be assigned.

Approved: May 2014
On behalf of CUPE Local 748:

A handwritten signature in black ink, appearing to read "N. L. H. cm".

Bus Driver
On behalf of School District No. 8 (Kootenay Lake):

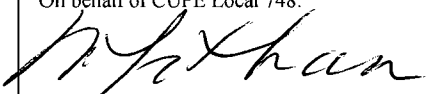
A handwritten signature in black ink, appearing to read "S. Momo".

Job Duties:

Job Conditions:

1. Work can be stressful, requiring constant alertness and concentration.

Approved: May 2014
On behalf of CUPE Local 748:



Bus Driver
On behalf of School District No. 8 (Kootenay Lake):

