



# School District 72

Campbell River, B.C.

425 Pinecrest Road, Campbell River, B.C. V9W 3P2 • Tel: 250.830.2300 • Fax: 250.830.2329 • www.sd72.bc.ca

## Human Resources • Memo

**REVISED**  
**Posting Closing Date**

**DATE:** September 5, 2019

**TO:** All Members  
The Canadian Union of Public Employees, Local 723

**FROM:** Director, Human Resources

**SUBJECT: POSTING NO. 19 60 - Casual Bus Drivers**

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We are inviting applications for the position of Casual Bus Driver to be employed on an “**ON-CALL AS REQUIRED**” basis to relieve bus drivers who may be absent as a result of sickness or any other reason, while school is in session, effective as early as possible after the posting and recruitment process.

### **Required Qualifications:**

1. Minimum of two (2) years of recent experience in bus or commercial driving;
2. Possess a current valid BC Drivers' License, Class 2, with airbrake endorsement;
3. Be physically capable to perform ALL facets of bus driving;
4. Have a clear understanding of bus driving functions, procedures and equipment;
5. Must have the ability to read and write English;
6. Grade 12 graduation preferred.

### **Duties will include but are not necessarily limited to:**

1. Carries out all aspects of bus driving work;
2. Provides a suitable safe environment for students on the bus;
3. Practices good driving habits and defensive driving;
4. Maintains a satisfactory relationship with school administration, parents, staff and students;
5. Ensures their vehicle is maintained in a safe condition;
6. Works from oral and/or written instruction and to established procedures;
7. Cleaning of and minor maintenance of buses; and
8. Assists skilled mechanics and completes general related duties.

Applicants will be required to successfully complete a School District 72 school bus driving test as a condition of employment, and may also be required to submit a certificate of medical fitness.

**Only applications with the following documentation will be considered:**

1. School District 72 Application For Employment - Non-Teaching, available on our website at [www.sd72.bc.ca](http://www.sd72.bc.ca);  
(resumes may also be attached to the application)
2. Covering letter indicating why you are seeking this position;
3. Three professional references;
4. A copy of a valid BC Drivers' License, Class 2, with airbrake endorsement;
5. A current Driver's Abstract.

The rate of pay for this position is \$26.72 per hour, in accordance with the current Collective Agreement with the Canadian Union of Public Employees, Local 723.

Applications for this posting will be accepted on an ongoing basis until  
**4:00 p.m., December 20, 2019.** Please apply by either:

**Online at Make a Future:**

[www.makeafuture.ca/campbell-river](http://www.makeafuture.ca/campbell-river)

In the event of challenges with the Make a Future website, candidates may contact Make a Future directly for assistance at **1-877-900-5627** or, **1-866-806-6851**.

OR

**Email:** [hrsupportstaff@sd72.bc.ca](mailto:hrsupportstaff@sd72.bc.ca)

OR

**In writing:** Human Resources – Support Staff  
c/o Yves Vachon  
Director, Human Resources  
School District 72 (Campbell River)  
425 Pinecrest Road, Campbell River, BC V9W 3P2

***We thank all applicants for their interest and advise that only those applicants selected for further discussion will be contacted or acknowledged. The successful candidate(s) will be required to complete a criminal record check.***

c: S. Woods, Manager of Operations  
P. Reid, Supervisor, Operations & Safety  
S. Hrybko, Head Driver  
CUPE, Local 723  
Payroll & Benefits Supervisor  
Payroll