



Chippewas of RAMA  
First Nation

## Employment Opportunity

Job Title: **Bus Driver Trainee**  
Job Code: EDU179  
Department: Education  
Reports to: Director of Education

Date Posted: 22/Jun/22  
Date Closed: Open  
(5:00 pm)

**\*\*SPECIAL PROJECT FOR REGISTERED MEMBERS OR SPOUSE/CHILD OF MEMBER\*\***

The Chippewas of Rama First Nation supports the United Nations Declaration on the Rights of Indigenous Peoples. Specifically, Rama supports the training, education and employment of Indigenous People.

Employment Classification: 2 On-Call positions (with Training Plan to be completed).  
Availability & Term: Approx. Start Date: ASAP  
Remuneration: \$16.35 per hour with potential of \$20.74 per hour as Bus Driver.

### JOB PURPOSE/SUMMARY

In preparation for the upcoming school year, this position will work towards obtaining a Class B Driver's Licence as well as the skills required to successfully perform the key jobs functions of Bus Driver which includes safely transporting children to and from school in RFN and Orillia, operating charter bus trips for RFN and emergency evacuation busing if needed. Upon obtaining the Class B Licence, will be offered an On-Call Bus Driver position.

### QUALIFICATIONS

- Education:**
- Grade 10.
- Skills and Abilities:**
- Ability to meet the following Ministry requirements to obtain a B Licence:
    - Be at least 21 years old.
    - Hold a valid Ontario licence other than G1, G2, M, M1 or M2.
    - Not have accumulated more than six demerit points or have had a driver's licence under suspension at any time during the preceding 12 months.
    - Be able to meet Ministry medical and vision standards.
    - Be able to pass a knowledge and driving test.
  - Must have a friendly, positive demeanor and excellent communication skills.
  - Must enjoy children and have the ability to manage students.
  - Must enjoy driving and be comfortable driving in both rural and urban areas.
  - Safety conscious and have the ability to work flexible hours.
- Experience:**
- At least three years of driving history.
- Other:**
- A Vulnerable Sector Screening is required for this position.

Qualified applicants may submit their cover letter and resume to the attention of:

Charlene Benson, Human Resources Manager  
Chippewas of Rama First Nation  
5884 Rama Road, Suite 200, Rama, Ontario L3V 6H6  
Fax: (705) 325-4718 Email: charleneb@ramafirstnation.ca

**\*\* ONLY THOSE APPLICANTS SELECTED FOR AN INTERVIEW WILL BE CONTACTED \*\***

Rama First Nation is committed to an inclusive, barrier-free environment. Accommodation will be provided in all steps of the hiring process. Please advise Human Resources if you require any accommodation to ensure you can participate fully and equally during the recruitment and selection process.



## Job Description

Job Last Updated: 16/Jun/21

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### **KEY JOB FUNCTIONS/RESPONSIBILITIES**

Actively participate in Training Plan which will include but not limited to the following:

- School Bus Driver Improvement Course
- Defensive Driving Training
- Conflict Resolution Training
- First Aid/CPR Training
- Preparation for Class B Licence written test
- Seat time in bus if possible
- Class B Licence road test preparation
- Obtain Class B Driver's Licence
- Assist with cleaning bus - inside and outside as needed to maintain clean vehicle
- Assist with fueling bus
- Assist with circle checks and vehicle inspections
- Assist with maintaining records - daily log, student passenger lists, bus schedule/stops, seating plans, student behavior reports, suspension reports
- Communicate clearly and interact with parents, school employees, passengers, co-workers & the general public in a courteous, professional manner
- Other duties as may be assigned.