



# CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

## **EMPLOYMENT OPPORTUNITY - BUS DRIVER – SHORT-TERM/ON-CALL**

**PROGRAM AREA:** EDUCATION SERVICES  
**POSITION TITLE:** SCHOOL BUS DRIVER (SHORT-TERM OR ON-CALL)  
**REPORTING PROTOCOL:** REPORTS TO THE HILLSIDE PRINCIPAL/DESIGNATE

**POSITION SUMMARY:** The School Bus Driver is to transport students to and from school or activities in a timely and safe manner. Maneuvering safely on turns and when rain or snow impact conditions is critical.

### **EDUCATION / PROFESSIONAL REQUIREMENTS:**

- Completion of secondary school diploma or equivalent;
- Must have a current Class "B" School Bus Driver's License as per Ministry of Transportation of Ontario regulations
- Must demonstrate a good driving record and provide Driver Abstract twice yearly
- Successful completion of a traffic safety course
- Current First Aid and CPR Certification or willingness to undertake training
- Current criminal reference check and vulnerable sector screening
- Previous experience driving a school bus is an asset

### **ABILITIES REQUIRED:**

- Maintain pleasant working relationships with the Bus Monitor, students, and others;
- Communicate effectively with students, parents, and school staff
- Must be safety conscious
- Capable of bending, climbing, lifting hood, performing pre-trip and post-trip inspections
- Able to manage multiple tasks in a fast setting
- Task-oriented work style that requires minimal direction
- Being a positive role model through healthy lifestyles.

### **PREFERENTIAL HIRING REQUIREMENTS:**

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN's General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. candidates who qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

**PLEASE SUBMIT YOUR COVER LETTER AND DETAILED RESUME  
BY CLOSING DATE – OPEN UNTIL POSITION IS FILLED**

**TO:** Chippewas of Kettle & Stony Point First Nation,  
**ATTN:** HR – School Bus Driver (short-term/on-call)

**Email to:** [hr.assistant@kettlepoint.org](mailto:hr.assistant@kettlepoint.org)

**Mail to:** 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1

**Fax:** 519-786-2108

*A full Job Description is available: contact the HR assistant at [hr.assistant@kettlepoint.org](mailto:hr.assistant@kettlepoint.org) Interviews will be scheduled shortly after the closing date. ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT*