



BUS DRIVER (Part-time)

The Trico Centre is known in the community as a facility that provides a healthy and safe place for active members of our community. In keeping with this philosophy of health and wellness within the workplace, we offer our employees a flexible and stable work environment with opportunities for growth and advancement. We strive to be a fun, positive and inclusive work environment. The Trico Centre is currently looking for a part time Bus Driver. This position is responsible for driving and operating Trico Centre for Family Wellness's bus in a safe and timely fashion. The role provides transportation support to our programs and patrons participating in our Out of School Program. The role is primarily responsible for transporting children to various schools for the morning and afternoons (Monday – Friday) during the school year, with the possibility of summer employment - approximately 5 - 6 hours per day. **Position commences on August 30th, 2022.**

Qualifications:

- Clean Drivers abstract with no more than four (4) demerits. Must provide abstract yearly on anniversary date or as requested by employer.
- Successful completion of Class 2 government medical upon hire with a follow-up medical every three (3) years after
- Valid Class 2 Alberta driver's license
- Current Police Security Check with Vulnerable Sector Search within the last 90 days is mandatory with no convictions or charges
- "S" endorsement on Operators Licence
- Child Welfare Check

Experience/Skills Required:

- Five (5) years of driving experience
- Mature, responsible and enthusiastic
- Experience supervising children in a group setting
- Reliable, punctual, with strong organizational skills
- Ability to deal with a varied and busy work environment
- Able to work a split shift schedule and enjoys driving
- Willing to drive and accommodate professional development days and scheduled fieldtrips

Performance Responsibilities/Accountabilities:

- Operates the Trico Centre bus in compliance with all transportation safety laws as required under Alberta Provincial Transportation Traffic Safety Act
- Obeys all posted speed limits and reduce speed according to road, weather, visibility conditions and vehicle type

- Must use seat belt at all times, while operating the Trico Centre bus
- Delivers high standards of customer service at all times to all patrons and program participants
- Adheres to Trico Centre operational policies, practices and procedures
- Dresses in a conservative, neat and well-groomed fashion wearing proper attire for all seasons
- Must enjoy working with children in a positive and professional manner
- Completes pre and post trip checks daily and records information on the Trico Centre Bus Trip Inspection Report
- Fuels and washes the bus as required and records on the Trico Centre Bus Inspection report
- Delivers the bus to the designated maintenance or repair shop as required
- Demonstrates and promotes a clear understanding of Trico Centre's mission, vision, values and goals
- Liaises with Trico Centre staff on all children related on concerns
- Ensures bus passengers understand and observe Bus Safety Rules
- Stays on bus at all times while bus is running
- Be a professional and courteous driver by driving in a defensive manner. Be prepared to avoid accident producing situations by practicing and promoting safe defensive driving skills
- Adheres to the Trico Centre Bus and Transportation policies
- Direct any concerns, issues or problems to supervisor
- Works as team member with all relevant departments within Trico Centre
- Works cooperatively with all levels in the organization (supervisors, staff, members and patrons)

What we offer:

- An opportunity to work in a fun team-based environment
- Paid time to fuel, wash and deliver bus to for maintenance
- Facility membership privileges
- Hourly wage rate starting at \$24.00

Closing Date: Open until filled

Location: 11150 Bonaventure Drive S.E.

Thank you for your interest in Trico Centre for Family Wellness. "We are an equal opportunity employer". Only those individuals selected for an interview will be contacted.

Please send applications to:
Trico Centre for Family Wellness
11150 Bonaventure Dr. SE
Calgary, AB T2J 6R9
Attention: Programs Manager
Email: mcrook@tricocentre.ca
Fax: 403-278-7573