

TRINITY COLLEGE

Bus Driver Position

OUR BUS DRIVERS ARE AN INTEGRAL PART OF THE TRINITY COLLEGE TEAM. WE ARE SEEKING DRIVERS INTERESTED IN DEMONSTRATING THROUGH EVERYDAY LIVING, THEIR RELATIONSHIP WITH CHRIST.

POSITIONS AVAILABLE INCLUDE:

***PART-TIME SPLIT SHIFT FOR MORNING AND AFTERNOON SCHOOL RUNS: MINIMUM OF 20 HOURS**
MINIMUM REQUIREMENTS: CAR LICENCE & BLUE CARD
PREFERRED IF DRIVERS AUTHORITY (GENERAL) HELD HOWEVER ASSISTANCE CAN BE OFFERED TO OBTAIN

***CASUAL DRIVER POSITIONS TO ASSIST IN EXCURSIONS DURING SCHOOL HOURS**
MINIMUM REQUIREMENT INCLUDES CAR LICENCE AND BLUE CARD

SCHOOL RUN BUS DRIVERS ARE RESPONSIBLE FOR

- *PRE-START CHECKS
- *DAILY DRIVING
- *BUS WASHING/TIDINESS

ALL TRAINING IS PROVIDED IN THE SYSTEMS AND PROCESSES REQUIRED.

IF YOU ARE INTERESTED IN THIS POSITION PLEASE READ THE JOB DESCRIPTION AND APPLICATION DETAILS BELOW OR PHONE 4839 0500 FOR MORE INFORMATION

Bus Driver Role Description

DAILY DUTIES:

BUS DRIVING FOR COLLEGE BUS RUNS AND EXCURSIONS INCLUDING:

- BEFORE AND AFTER SCHOOL RUNS
- COMPLETION OF RECORDS FOR EACH TRIP
- EXCELLENT CUSTOMER SERVICE TO SCHOOL COMMUNITY
- CLEANING AND MAINTENANCE OF COLLEGE BUSES
- CONFIDENTIALITY AND DISCRETION WITH STUDENT INFORMATION

OTHER DUTIES AS DIRECTED INCLUDING BUT NOT LIMITED TO:

- RESPONDING TO BREAKDOWNS AND CRISES WITHIN AREA OF RESPONSIBILITY
- PARTICIPATING IN PERSONAL AND PROFESSIONAL DEVELOPMENT RELATING TO THIS POSITION
- COMPLIANCE WITH RELEVANT LEGISLATION, REGULATORY REQUIREMENTS, PROFESSIONAL STANDARDS AND GUIDELINES (WITHIN SCOPE OF WORK ROLE)
- ACTIVELY PARTICIPATE IN PROMOTING A SAFE WORK ENVIRONMENT AND ADHERE TO WORKPLACE HEALTH AND SAFETY REGULATIONS

PLEASE FORWARD RESUME, PASTOR'S REFERENCE AND NON-TEACHING STAFF APPLICATION AVAILABLE ON OUR WEBSITE TO
ADMIN@TRINITYGLADSTONE.QLD.EDU.AU