

THE ROLE



College Bus Driver

Position Title	College Bus Driver
Level	General Hand Lvl 2-4 (TBD)
Commencement Date	To be determined
Hours	Part-time & Casual Bus Drivers

Applications are sought by bus drivers interested in permanent or casual work to drive the College buses. This could be the regular morning and afternoon school run during the school term or for sport and excursions on an adhoc basis.

The driving hours for the College Bus Run are: 6.15-8.15am & 2.00-4.00pm

Core Responsibilities:

- operate the bus in a safe and effective manner in order to minimise the risk of injury, property damage or loss of life
- perform a safety check at the beginning of each shift
- follow the set bus route specified. If this is not possible due to road closures etc. follow the route as close as possible to the set route
- take attendance on the school bus
- maintain order and ensure the safety of passengers
- make note of any behavioural or disciplinary problems
- clean inside of bus (and outside if necessary) at the end of the shift
- ensure the bus is safely and securely stored
- refuel the bus as required
- report any faults, problems or damage promptly
- undertake extra shifts if required in an emergency.

The successful applicant will:

- hold an HR or MR licence, and have experience driving manual & automatic buses
- hold, or be willing to obtain, a current senior first aid certificate
- hold a valid Working with Children Check
- hold a valid Bus Authority
- have outstanding communication skills
- have the ability to effectively communicate with children and adults
- be motivated, flexible and enthusiastic

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Submitting an application

If you are interested in this position, please complete this [form](#) to express your interest in applying. We will then be in contact regarding further steps in the interview process.

Please contact the College Business Manager on (02) 9608 0033 or rclarke@thac.nsw.edu.au if you have any questions regarding the role.