



Native Child and Family Services of Toronto

Native Child and Family Services of Toronto is an Aboriginal, community controlled multi-service agency. Our mission is to provide support, ensure safety and enhance the quality of life for Aboriginal families, children, and youth within the greater Toronto area. Our agency works within a holistic framework, which builds on individual and family strengths, and engages clients as partners in identifying issues and their solutions.

Bus Driver

Classification: Contract Full-Time
Hours: 35 hrs/wk.

Salary Range: \$38,855-\$61,450
Location: 156 Galloway Rd.

NCFST is committed to staffing a workforce representative of the Aboriginal population we serve. We encourage First Nation, Mtis, and Inuit applicants to apply and please self-identify in their cover letter.

Position Summary

Reporting to the Senior Manager, Real Estate and Procurement, the Bus Driver is responsible for safely operating the bus according to a set daily schedule and ensuring that the bus is in good operating condition at all times.

Main Responsibilities

- Transport community members (primarily ages 3 -5 and 6-15) in a safe and supportive manner using the Agency bus.
- Keep accurate logs as per Highway Traffic Act and the Agency's policies and procedures to ensure the safety.
- Adhere to the Agency's safety procedures.
- Perform daily safety and maintenance checks and report delays, mechanical problems and accidents.
- Clean the bus as scheduled or required.
- Ensure that the bus is safely and securely stored.
- Maintain order and discipline on the bus and make note of any behavioural or disciplinary problems.
- Work split shifts if required.
- Coordinate vacation schedule with NCFST's busing needs during the school year and summer camps.
- Perform other tasks as required to support operations at our Galloway Road location. (i.e. answering phones)

What we are looking for

- Class F driver's licence, and a clean driver's abstract.
- Pass a vulnerable Sector police record check.
- WHIMIS and First Aid/CPR training would be an asset.
- Knowledge of highway regulations.
- Literacy in Indigenous culture(s), and in urban Indigenous issues.
- Knowledge of behaviour management with children.
- Ability to function within a team approach to service delivery.
- Ability to operate a bus in a safe and responsible manner.
- Skill in client service and public interaction.
- Excellent oral/verbal/written communication skills.
- High level of initiative and autonomy, professionalism and respect for confidentiality.

If you are interested in this job opportunity, please apply click [APPLY](#) on or before **August 6, 2021**



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We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, NCFST will make accommodations available to applicants with disabilities upon request during the recruitment process.

We thank you for your interest, however, only those applicants selected for an interview will be contacted.