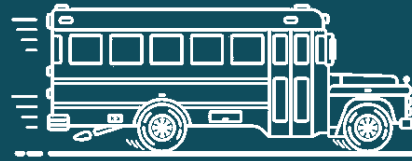


WE ARE HIRING

COMMUNITY RESOURCE CENTRE BUS DRIVERS



ABOUT THE TOWN OF FOX CREEK

Fox Creek is a citizen-focused vibrant and sustainable community, embracing diversified economic partnerships and prides itself on small-town family values. The Municipality of Fox Creek is a vibrant bustling hotbed of economic activity in the heart of the Duverney. Known mainly for its bountiful wilderness, Fox Creek showcases the very best of the surrounding forests, lakes and wildlife, making it the perfect location for enjoying the outdoors. Fox Creek combines a serene wilderness experience, with small-town hospitality, first class amenities, and a reliable service centre for the active oil and gas industry surrounding the community. Fox Creek is a great place to call home.

ABOUT THE POSITION

The Town of Fox Creek is looking for a dependable and enthusiastic casual Bus Driver to join our team and help keep our community moving smoothly. In this flexible role, you'll operate buses safely and efficiently, providing excellent customer service while adhering to traffic laws and company safety protocols. Your schedule will vary based on operational needs, so flexibility is key as you step in for shifts on short notice and cover various routes. If you have a valid driver's license, a clean driving record, and a friendly attitude, we'd love to hear from you!

WHAT WILL YOU BE DOING?

Will be required to adhere to processes and policies in support of Municipal goals and legislative requirements.

Responsibilities will include but are not limited to the following:

- Drive safely and operate the bus in a safe and responsible manner, adhering to all traffic laws and company safety protocols.
- Maintain punctuality by ensuring timely departures and arrivals at designated stops and terminals.
- Assist Passengers: Help passengers with boarding, alighting, and provide assistance to those with disabilities as needed.
- Monitor Bus Condition: Perform routine checks and maintenance to ensure the bus is clean, well-maintained, and in good working order.
- Manage Routes: Follow assigned routes and schedules, adapting to any changes or detours as required.
- Provide Customer Service: Offer a friendly and professional experience, addressing passenger inquiries and concerns with a positive attitude.
- Report Issues: Communicate any vehicle or route issues promptly to the appropriate team members.
- Stay Flexible: Be ready to step in for various shifts and routes based on operational needs and schedule changes.
- Other duties as assigned.

HOW TO APPLY

COMPETITION #: 12-2024
DEADLINE: Until suitable candidate is found

Please submit a cover letter and resume quoting the above stated competition number, not later than the deadline shown.

In your cover letter please share information about yourself, explain why you are interested in this role and joining the team at the Town of Fox Creek.

APPLICATIONS CAN BE SUBMITTED BY:

Email: employment@foxcreek.ca

Mail: Town of Fox Creek
Attention: Human Resources
Personal & Confidential
PO Box 149
Fox Creek, AB
TOH 1P0

In-person: Town of Fox Creek Administration Office
108 Kaybob Drive, Fox Creek, AB

We thank all applicants for their interest. However, only candidates invited for interviews will be contacted

WHAT ARE WE LOOKING FOR?

Minimum Requirements

- Should possess a Class 4 driver's license, or equivalent, in Alberta to operate a bus. Training opportunities may be made available for the right candidate
- An acceptable Driver Abstract with no more than 3 demerits
- An acceptable Vulnerable Sector Check with Youth Intervention Check
- Must be 18 years of age or older, pursuant of insurance
- Excellent communication skills and ability to interact positively with passengers and provide clear, courteous service.
- Flexibility and willingness to adapt to varying schedules and shifts as needed.
- Strong safety awareness and commitment to following safety protocols and ensuring a safe travel experience for all passengers.
- Positive attitude and friendly, professional demeanor with a passion for customer service and teamwork.
- Experience working with mentally and physically challenged persons is considered an asset
- Prior experience as a bus driver or similar would be considered an asset

WHAT DO WE OFFER?

WHEN WILL YOU BE WORKING?



Part Time Casual

Flexible scheduling based on operational requirements

Evenings and weekends when necessary

WHAT WILL YOU BE PAID?



\$ 24.00/hour to \$ 25.85/hours

Placement within this range will depend on experience

WHAT ARE THE PERKS?



Flexible Work Arrangement: Benefit from a part-time, casual schedule that offers a balanced work-life experience.



Community Impact: Play a key role in connecting people and making a positive difference in the community by providing reliable and friendly transportation.



Job Satisfaction: Experience the satisfaction of making a difference in people's lives through excellent service and reliable transportation.

For a more detailed job description email employment@foxcreek.ca quoting the competition number.

