



School Bus Driver - Casual

The Knox School is an independent, non-denominational, co-educational school catering for students from ELC to Year 12. The Knox School consists of two sub-schools, all on one attractive campus in Wantirna South, Victoria.

The opportunity has arisen for a courteous, adaptable and experienced School Bus Driver to join our team. This is a casual position, working split-shifts on weekdays during term time in the morning and afternoon.

About the position:

- This is a split-shift requiring availability for both the morning shift, from around 6:30am for two hours, and the afternoon shift from approximately 3:30pm for two hours.
- Work flexibly to transport students to and from school, via existing routes which may alter over time, at the discretion of the school.
- Extra hours may be offered from time to time to undertake bus services during the school day transporting students for sport, excursions and other events.

About you:

You have a genuine commitment to safe driving practices and care for students. You must support the School's vision and ethos and demonstrate the School Values of *Achievement, Responsibility, Respect, Resilience and Care and Empathy*.

You will always be an excellent professional role model for our students and have a caring and positive attitude.

Working at The Knox School offers:

- A competitive salary, dependent on skillset and experience;
- A supportive and stimulating work environment; &
- Onsite car parking.

The ideal candidate:

Must:

- Hold a valid Medium Rigid or above Victorian licence;
- Hold a current National Police Check and Working with Children's Check;
- Be able to provide a VicRoads Complete Driver History Report;
- Have experience as a Bus Driver, with a high regard for safety, road rules and regulations;
- Demonstrate the ability to communicate effectively & respectfully with members of the school community including students;
- Be able to work unsupervised, use your initiative & be proactive in your actions;
- Have knowledge and understanding of the School's obligations in respect of Ministerial Order No. 870, the Reportable Conduct Scheme, mandatory reporting, record keeping in relation to student safety and wellbeing, the failure to disclose and failure to protect offences (and any other information sharing and reporting obligations that may arise);
- Have knowledge of, and be able to adhere to, the School's policies and student safety practices, including those detailed in the Student Safety at The Knox School Handbook; &
- Hold a current Level 2 First Aid Qualification, including CPR, Anaphylaxis and Asthma Training (or be willing to undertake training).

Commitment to Student Safety:

The Knox School is committed to providing a student safe and friendly environment, where children and young people are safe, feel safe and are able to actively participate in decisions that affect their lives. We have a zero tolerance for child abuse or reportable conduct and are committed to acting in our student's best interests and keeping them safe from harm.

The School regards its student protection responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintain a student safe culture.

Applicants are invited to submit their resume along with a cover letter by email to **Mrs Fiona Kapkidis, HR Business Partner** at hr@knox.vic.edu.au. Conditions, including salary, will be discussed at a values-based interview with shortlisted candidates. Resumes must include the contact information for 2 referees. Written applications **close at 5:00pm on Friday 31 May 2024** and will be reviewed on receipt.