

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

JOB DESCRIPTION

JOB TITLE: **BUS CLEANER**

JOB SUMMARY: An employee hired to perform the manual labour of cleaning a bus.
The employee is responsible to the Director of Operations or designate.

QUALIFICATIONS REQUIRED:

1. Grade 12 or equivalent or willing to obtain
2. British Columbia Class 5 driver's license with air endorsement
3. British Columbia Class 2 driver's license with air endorsement would be an asset
4. Level 1 first aid would be an asset
5. Computer Skills would be an asset

MUST HAVE THE ABILITY TO:

1. Communicate effectively, orally and in writing.
2. Perform standardized and repetitive work routines.
3. Operate a variety of tools related to the position.
4. Be self-directed, work independently and/or work collegially in a team environment.
5. Perform physical requirements of the duties assigned.

RESPONSIBILITIES AND DUTIES:

1. Ensure the sanitary conditions of school district buses.
2. Drive buses in and out of the cleaning area as required.
3. Repair vehicle upholstery from time to time.
4. Handle recycling materials i.e., juice boxes, cans, bottles.
5. Ensure bus floors are cleaned with the appropriate products and logged in accordance with Manager of Operations or designate.
6. Maintain an accurate inventory of cleaning equipment, supplies and order as needed.
7. Operate and care for equipment and basic tools related to the position.
8. Develop work methods in agreement with Manager of Operations or designate for assigned tasks.
9. Perform other job-related duties.