



Job Description – School Minibus Driver

Scarisbrick Hall School

MAIN PURPOSE OF JOB:

Scarisbrick Hall School is looking to recruit a school Minibus driver (PSV). **Applicants must have unrestricted D UK licence & CPC training.**

This is a rare opportunity to join a time served team of drivers. Reporting directly to the Transport Manager.

A term time only role, leaving school holidays free for you to enjoy. Hours of work are Monday to Friday 06.00am until 08:30am for the morning drive and for the afternoon/evening journeys, 16:30 to 18:00 for Monday to Thursday – Fridays are slightly earlier at 15:00 to 17:30. Hours may vary depending on the specific route.

30 hours per week & optional additional hours including weekend work and out of term time work available.

In our modern fleet of 16 and 22 seater minibuses our team of drivers transport pupils to and from areas within the school's catchment area.

This post often suits bus/coach/delivery drivers looking for improved working hours that do not involve late shift patterns, taxi drivers looking for regular/guaranteed hours or recently retired individuals looking for continuity of employment without the demands of a full-time position and the social aspect of being part of a great team of people.

KEY RESPONSIBILITIES:

- Excellent interpersonal and customer service skills
- A calm, sensible, friendly personality, able to work as an individual and as part of a team
- To undertake the safe transportation of our pupils, accounting for them on the register.
- Must have the ability to maintain confidentiality
- Trustworthy, reliable, honest and punctual
- Excellent customer service and interpersonal skills with a smart appearance - Uniform is provided.
- Full responsibility for carrying out regular vehicle safety checks, reporting any defects or accidents immediately to the Transport Manager.
- Fueling, and cleaning duties to specific standards.
- To ensure compliance with Health and Safety regulations and codes of practice in the provision of a safe and healthy working environment
- To comply with all school policies.



Personal Specification – School Minibus Driver

Scarisbrick Hall School

ESSENTIAL CRITERIA

A full unrestricted D, driving licence with CPC training – 1 year's driving experience

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safeguarding training will be given.

Applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure & Barring Service. The school will conduct this check for you.