



## Employment Opportunity

### Bus Driver

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Department: Education  
Posting Date: September 12, 2025  
Location: Nipissing First Nation, ON  
Schedule: Part Time Approximately 20 Hours per week  
Job type: Permanent  
Vacancies: 1(One)  
Reports To: Bussing Supervisor  
Salary Range: \$41,587.00 - \$54,873.00

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**Nipissing First Nation (NFN) is seeking a safe and reliable individual to join our team as a Bus Driver. In this role, you will provide safe transportation to the children and youth of Nipissing First Nation.**

#### **What You'll Do in the Role**

- Safely operate a school bus at all times in compliance with the Highway Traffic Act and related legislation.
- Contact Dispatch if road, traffic and/or weather conditions are going to cause a delay of 10 minutes or more.
- Communicate promptly with Dispatch regarding road conditions, emergencies, or incidents.
- Complete reports as requested in a timely manner. These will generally include student conduct reports and vehicle incident reports.
- Uphold NFN policies by redirecting special transportation requests to the Bussing Coordinator.
- Maintain a class of license appropriate to the vehicle operated in good standing and advise the employer immediately of any changes to the status of the license and always carry it on their person.
- Respect the diversity of students served in keeping with the Ontario Human Rights Code.
- Uphold Confidentiality and maintain professional boundaries at all times.
- Representing NFN positively in the workplace and community.

#### **Reasons to Join Nipissing First Nation (*unchanged for every posting*)**

At NFN, we don't just offer a job, we offer a purpose-filled career in service to our community. Our workplace is one where learning is encouraged, growth is supported, and our culture is celebrated.

- ✓ Work with a passionate team rooted in community values
- ✓ Be part of an inclusive, supportive work culture
- ✓ Competitive salary and defined contribution pension plan
- ✓ Comprehensive benefits package – medical, dental, vision, life, and disability
- ✓ Business Casual dress and modern workplace practices
- ✓ Training, mentorship, and ongoing development opportunities

#### **Vacation Time:**

Enjoy a two (2) week paid office closure over the December holiday season – giving you time to rest, reset, and reconnect.

### Bus Driver

#### **What You Bring to the Table**

- Valid driver's license of the appropriate class with a clean abstract
- Must have a minimum of 1 years' experience
- Must have excellent driving skills with a clean driver's abstract.
- Knowledge of transportation legislation, regulations, and safe driving practices.
- Dependability, punctuality, and professionalism.
- Strong verbal communication and interpersonal skills.
- Ability to manage time and prioritize tasks effectively
- Ability to maintain confidentiality and separate work from personal life in a close-knit community
- Cultural awareness and respect for Indigenous traditions and values

#### **Application Deadlines and How to Apply**

**Nipissing First Nation follows a structured and fair hiring process. Please identify your eligibility clearly in your application.**

##### **Round 1 – Closing September 26, 2025.**

*Only open to registered Nipissing First Nation members.*

(Round 1 applicants will be considered at this stage.)

##### **Round 2 – Closing October 3, 2025.**

*Only open to spouses and children of registered NFN members and registered members of other First Nations.*

(Round 2 applicants will be considered at this stage.)

##### **Round 3 – Closing October 10, 2025.**

Open to all applicants (status and non-status).

Posting will remain open until the position is filled.

If you are excited by this opportunity and want to make a meaningful impact with Nipissing First Nation, please send your **cover letter and resume** to:

 **resumes@nfn.ca**

 **Deadline: 4:30 p.m. on the date assigned to your eligibility round**

#### **Are You a Member of NFN?**

Nipissing First Nation is deeply committed to the training, development, and employment of our members.

***We strongly encourage NFN members to apply,*** even if you don't meet every qualification. Your lived experience matters, and we consider all aspects of your background in the hiring process.

As per **Section 24(1)(a)** of the *Ontario Human Rights Code*, **preference will be given to First Nation applicants.**

***Miigwech to all applicants for your interest. Only those selected for an interview will be contacted.***