



Job Opportunity

Bus Driver



Department:	Education
Posting Date:	May 15, 2026
Location:	Nipissing First Nation
Schedule:	25 Hrs. Weekly
Job type:	Full Time/Permanent
Vacancies:	One (1)
Reports To:	Bussing Supervisor
Starting Wage	
Range:	\$22.85-\$24.75

Nipissing First Nation (NFN) is looking for a dependable, safety-focused individual to join our team as a Bus Driver. This rewarding role provides an opportunity to make a meaningful impact by ensuring the safe and reliable transportation of NFN children and youth while creating a positive and welcoming experience each day.

What You'll Do in the Role

- Uphold confidentiality and always maintain professional boundaries
- Represent NFN positively in the workplace and community
- Always drive safely in accordance with Highway Traffic Act and related legislation
- Adhere to the transportation policies and procedures set out by Nipissing Bus Lines.
- Use and adhere to route information and run copy as provided by Nipissing Bus
- Lines and not provide transportation for unauthorized riders to and/or from unauthorized stops.
- Contact Dispatch immediately to report any unauthorized riders.
- Contact dispatch if road, traffic and/or weather conditions are going to cause a delay of 10 minutes or more.
- Contact Dispatch immediately in the event of an emergency, serious injury or incident.
- Performs such other duties as may reasonably be required by the Director of Education or Bussing Coordinator.
- Complete reports as requested in a timely manner. These will generally include student conduct reports and vehicle incident reports.
- Not accept a request from a parent/guardian/school with respect to custom or special transportation arrangements. Advise the person making the request that it is not in keeping with the transportation policies and will not be done. Refer them to the Nipissing Bus Lines Office.
- 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.

Reasons to Join Nipissing First Nation

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



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Vacation Time:

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

What You Bring to the Table

- Must have 1 year experience
- Class B driver License is preferred
- Excellent driving skills with a clean record.
- Knowledge of safety regulations.
- Working knowledge of the legislation, policies and procedures that impact Nipissing Bus Lines.
- Strong verbal communication skills.
- Strong problem-solving skills.
- Responsibility and punctuality
- Ability to manage time and prioritize tasks effectively
- Strong communication and interpersonal skills
- 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.

<p>Round 1 – Closes May 29,2026 <i>Open to registered Nipissing First Nation (NFN) members only</i> Applications received by the Round 1 deadline will be screened at this stage.</p>
<p>Round 2 – Closes June 5,2026 <i>Open to registered NFN members, spouses and children of registered NFN members, and registered members of other First Nations.</i> If the position is not filled in Round 1, applications received by the Round 2 deadline, including any late applicants from Round 1, will be screened at this stage.</p>
<p>Round 3 – Closes June 12,2026 <i>Open to all qualified applicants.</i> If the position remains unfilled, applications received by the Round 3 deadline will be screened at this stage.</p>

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

 resumes@nfn.ca

 **Deadline: 4:00 p.m.** on the date assigned to your eligibility round

 **Are You a Member of NFN?**

As permitted under Section 24(1)(a) of the Ontario Human Rights Code, preference will be given to First Nation applicants. Nipissing First Nation encourages qualified NFN members to apply.



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Applicants must meet the essential qualifications outlined in the posting. Transferable skills may be considered, and on the job, training may be provided where appropriate. Positions requiring specific credentials, licences, or regulated qualifications must have those requirements met at the time of application.

Interview Preparation Support for NFN Members and affiliates

Nipissing First Nation offers interview preparation support through the Human Resources Department for NFN members selected for an interview. Members interested in this support must indicate so when submitting their application. Participation in interview preparation does not impact the hiring decision.

For resume assistance or information about employment and training programs, please contact Thomas Lambert, Employment and Training Manager, at thomasl@nfn.ca or 705 753 2050 ext. 6985.

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