



## **TRANSPORTATION SUPERVISOR**

Lakeshore School Division invites applications for a full-time  
**Transportation Supervisor** commencing as soon as possible.

Lakeshore School Division is seeking a reliable, collaborative, and knowledgeable individual to provide hands-on and supervisory duties related to transportation.

The successful candidate will have excellent communication, organizational and problem-solving skills. They also must be able to obtain their class 2 license, school bus driver endorsement and Provincial School Bus Driver Instructor Certificate within 6 months of being hired (training provided as needed). They will also have a demonstrated knowledge of the transportation sector and strong computer skills. Candidates with a record of successfully managing bus routes and previous experience with Bus Planner/Geotab will be preferred.

### **Responsibilities and Duties:**

- Recruitment, hiring, training and supervision of school bus drivers and mechanics
- Creating and evaluating school bus routes using software programs
- Ensuring safe operation of buses
- Evaluating bus drivers
- Primary contact for schools, drivers and parents.
- Assist with driving routes in emergency situations and/or if no other drivers are available.

Please forward a letter of application with a resume and three references to:

**Mr. Donald Nikkel**

Superintendent of HR, Policy and PR  
Box 100 Eriksdale, MB R0C 0W0  
Ph (204)739-2101 Fax (204) 739-2145  
Email: [nikkeld@lakeshoresd.mb.ca](mailto:nikkeld@lakeshoresd.mb.ca)

**Application deadline: Friday, May 23, 2024, at 4:00 p.m.**

Lakeshore welcomes applications from people with disabilities and accommodations for them may be available upon request. We thank all who apply for their interest, but only those selected for an interview will be contacted. Lakeshore School Division may contact former employers. For more details, please refer to the division's job description. *Successful candidates must complete a Criminal Record/Vulnerable Sector and Child Abuse Registry check prior to commencing employment.*