

Niagara Transit Commission is an equal opportunity employer committed to inclusive, barrier-free recruitment, selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the hiring process. Please advise the Commission to ensure your accessibility needs will be accommodated throughout the process.

Niagara Transit Commission is hiring:

Transit Bus Operator Position

Department	Operations
Status	Full-Time
Wage/ Rate of Pay	\$23.52 - \$33.52
Date Closing	Friday, November 22, 2024

If you are interested in joining our team, please start by submitting your resume along with a 3 year driver's abstract, no older than 3 months, via email to resumes@nrtransit.ca or complete our full application by visiting the [Employment Opportunities - Niagara Region Transit \(nrtransit.ca\)](https://nrtransit.ca). *To be considered for this position, please ensure to attach all requested documents with your submission.*

We thank all candidates for their interest, however only those candidates selected for an interview will be contacted.

Thank you for your interest,
Niagara Transit Commission

Job Title

Transit Bus Operator

Job Summary:

Under the direction of the Transit Supervisor, the Transit Operator is responsible for ensuring the safe and timely transportation of passengers on assigned bus routes, as well as minor maintenance and repairs to buses.

Education:

- Ontario Secondary School Graduation Diploma or equivalent.
- Clean driving record “points free” and a minimum of a Class “G” license.
- Capable of obtaining a Class “B” license.
- Required to complete appropriate written tests and pre-employment medical
- Previous customer service experience considered an asset.

Knowledge/ Skills:

- Excellent communication skills
- Ability to follow maps and GPS
- Proficient problem solving skills
- Significant use of short term memory
- Strong hand and eye coordination
- Excellent time management skills
- Strong social perceptiveness skills
- Ability to write reports and complete forms in a clear, concise manner
- Ability to establish and maintain good public relations
- Ability to understand and carry out oral and written instructions

Responsibilities:

- Prior to shift, completes a daily vehicle inspection of assigned vehicle according to CVOR standards.
- Operates vehicle. on time in a safe, timely and proper manner, including during adverse road and weather conditions.

- Monitor the farebox to ensure proper fares are collected.
- Maintains awareness of all service changes, fare information, manual of operating instructions and Highway Traffic Act.
- Monitor the performance of the bus and report to the on duty Supervisor any major defects that require changing of the bus. All defects are to be written up clearly for the Maintenance Department.
- Reports other information and problems to supervisor i.e. route blockages, accident locations, traffic congestion, weather and road conditions, etc.
- Complete appropriate reports, i.e. accident and incident reports.
- Respond in a courteous manner to all inquiries from the public.
- Remains courteous and polite under all circumstances. Nature of job is physically and emotionally demanding, ability to deal with sensitive situations involving clients with special needs (emotional and physical).
- Communicates with Supervisor and other Operators, via the 2 way radio system, in a professional and appropriate manner.