

School Minibus Driver and Premises Assistant Starting as soon as possible

We are looking for someone to drive the school minibus each evening to and from Walton Station. When the minibus is not required there will be the opportunity to assist the Premise Team on adhoc maintenance work.

Visits to the school are welcomed. Please contact assistantbursar@hallifordschool.co.uk

HOURS TO BE WORKED

- Term Time Working Hours: Monday to Thursday 4:30pm to 6:30pm

JOB PURPOSE

- To drive the school minibus on the late afternoon shuttle service which runs between Halliford School and Walton Station.
- Clean minibuses in line with new Covid 19 guidance.
- Complete minibus safety sheets, record damage and arrange repairs / MOT's.
- Refill fuel

PERSON SPECIFICATION

Education, Training and Work Qualifications

- Must have a valid clean driving license
- Basic general education
- Health & Safety qualification, NVQ H&S Qualification – desirable
- MIDAS Qualification – not essential as can be provided.

Skills and Abilities

- Good oral communication skills with staff, students, contractors and parents
- Keen to learn
- Trustworthy and reliable.
- Understand the needs for confidentiality

Other Requirements

- Must enjoy working as part of a team, be adaptable and supportive of colleagues whilst having the ability to adapt to lone working.

Start Date – as soon as possible.