



Bus Driver

Main Functions:

Working at The Blue Heron Company, Bus Drivers support the rest of the company by shuttling passengers/guests to and from designated areas.

Reports to:

General Manager – Ashley Miller

Job Duties:

Bus Drivers perform some or all of the following duties:

- Operate bus in safe and efficient manner.
- Shuttle passengers to and from parking lots, ticket offices, boat docks, accommodation locations, etc.
- Complete comprehensive written inspections of the vehicle daily, reporting and conditions of concern to the head office.
- Communicate via radio to Blue Heron locations.
- Greeting each and every passenger and answering any questions they may have about the cruises or the area.

Skills Requirements:

- Must hold 'Class F' license.
- Must be responsible driver – shown in driving history.

Essential Skill Requirements:

- Exceptional Customer Service
- Superior Oral Communication
- Self-Motivated
- Ability to work with minimal supervision
- Ability to locate and find needed information without direct supervision
- Ability to work independently
- Punctual, meticulous and reliable
- Knowledge of the Tobermory area to answer questions from patrons

Working Conditions:

- Workweeks are 5 or 6 days, Monday – Sunday, 6-12 hours per day, no shifts beginning before 7:30 am or finishing later than 10:30 pm.
- Bus Drivers are entitled to a ½ hour paid lunch and two 15 minute coffee breaks paid time – but the time this is taken must be flexible.
- Bus Drivers are frequently exposed to noise, a regular flow of people.
- Bus Drivers will be assigned changing priorities.
- Bus Drivers may have the opportunity to work overtime, with paid compensation.
- Must wear proper Blue Heron Company approved uniform, no exceptions. Please see handbook for details.
- If there is music playing, there is to be NO profanity – must be on low so as not to interfere with customer conversations.