



“Where Each Child’s Well-Being Is Our Main Concern”

JOB DESCRIPTION -DRIVER

RESPONSIBILITIES:

As a Driver –

- Drive responsibly and ensure **physical safety of the boarding students.**
- Keep a check that students do not get off from the bus or / van or / car other than at designated places.
- Ensure each child come out safely.
- Maintain order and discipline among the students.
- Must be equipped with first aid solutions in case of any accident happen inside the vehicle.
- In case of any unforeseen disaster, driver must take the full responsibility to evacuate the students and shift them to a secure place.
- Be reliable, responsible, and never indulge in harsh driving.
- Assume an authoritarian role and if needed, be strict with unruly students.
- Be aware of all traffic routes between the school and the students’ homes but should not unnecessarily take short-cuts or prolonged route with intent to extend hours of work.
- Must always obey all traffic rules.
- Be informed about number of children to be picked up / dropped off, and designated location.
- Keep the Childcare Center Personnel informed of any changes.
- Must carry a working cell and headphone for safe communication.
- Refrain from exposing the children to loud and improper music while driving.
- Restrict conversation on phone to a minimum.

Driver’s Signature: _____

Date: _____

PS. Submit your resume as an attachment.