



Bus Driver/Property Officer

Type of employment	Full Time	Location	Springwood and Carbrook
Tenure	Permanent	Classification	Bus Driver
Closes	23 February 2025	Contact	P: 07 3287 6222 E: HR@calvarycc.qld.edu.au

About Us

Calvary Christian College is a ministry of Real Life Christian Church with students from Childcare to Year Twelve and campuses located in Springwood and Carbrook. Our College has been developed on strong Biblical foundations and is committed to unleashing the potential of our staff and students through:

- Exceptional Learning
- Authentic Discipleship
- Vibrant Community

Role Overview

Working alongside a team of Bus Drivers, this role will have the responsibility for driving a College bus for student excursions and Morning and afternoon bus runs when existing staff are unavailable. This role will also assist the Property team with grounds maintenance when driving opportunities are unavailable. Grounds maintenance includes lawn and garden maintenance as well as minor repairs and general ground operations.

About you

- You are passionate about engaging in an authentic Christian community.
- You are passionate about providing a safe and reliable service to our community.
- You are well presented and have excellent communication skills.

Responsibilities

Working independently and with a support team you will:

- Ensure a high standard of prompt communication with fellow staff, parents and students.
- Ensure the minimum checks are undertaken on your allocated bus e.g. checks on water, oil, cleaning of bus.
- Be responsible for effectively supervising students whilst maintaining a safe environment for all.
- Provide safe transport to and from the College for Students and Staff.
- Participate in ensuring the College's grounds are well maintained and fit for purpose.
- Mow, sweep, weed, and mulch grounds to keep lawns, walkways, and garden beds neat and free of clutter.
- Maintain a clean property by clearing rubbish and litter from the garden and grounds.
- Work together with the facilities team to undertake tasks given by Management.
- Lead, promote and demonstrate the principles and values of a Christian Education at Calvary.
- Participate in staff retreats and College worship sessions.



Requirements

It is a requirement of this role that you hold the following licenses –

- Current MR or heavy vehicle license (or willing to obtain one)
- Current Driver Authorisation Card (or willing to obtain one)
- Current working with Children Suitability Blue Card

Selection Criteria

1. Demonstrated competence in driving passenger buses, including coaches.
2. Demonstrated strong interpersonal skills and a capacity to quickly develop authentic relationships.
3. Demonstrated competence in performing ground and property maintenance tasks.
4. Outline how your faith and beliefs align with ours as a Christian College.

Location

This role is based across our Springwood and Carbrook Campuses.

For more information on our College, please visit our website at www.calvarycc.qld.edu.au

Staff Benefits

Calvary employees can access a range of benefits including but not limited to:

- An attractive remuneration package which includes annual pay increases, increased superannuation entitlements and paid parental leave.
- Discount on student tuition.
- Salary sacrificing benefits including novated leasing.
- Access to free and confidential counselling, support and advisory services.
- On site short and long day care services (Carbrook) and a pre-prep service (Springwood and Carbrook).
- Be part of a vibrant community including regular events, worship, devotions and prayer groups.

Application Process

Applications are to be submitted by email to apply@calvarycc.qld.edu.au and are to include a cover letter and resume. In your cover letter, **in no more than two pages**, answer the selection criteria above. Applications that do not respond to the selection criteria will not be considered.

On appointment the applicant will also be required to acknowledge acceptance of the College's Statement of Beliefs and Staff Lifestyle Agreement. These documents can be obtained by visiting our [website](http://www.calvarycc.qld.edu.au). Applicants will also be asked to provide evidence of possession of current professional registration/s and qualifications outlined in your resume.



Working at Calvary Christian College

Your Employer

The Principal and CEO (under delegation by College Council) appoints and is responsible for the employment of Calvary Christian College staff.

The College's Expectations

- Staff members are committed Christians, involved in regular worship, and active in expressing their faith through their lifestyle.
- Staff members subscribe to the aims of the College and are committed to the Christian values of the College (see prospectus).
- Staff members pray daily with colleagues and students and participate in the worship activities of the College.
- Staff members work within the authority structure of the College (Council; Principal; Executive Staff) and actively support the policies of the College.
- Staff members work to help students develop a Christian vision of life so that they become effective stewards of the creation.
- Staff members participate in the College's strategic planning and professional development activities and attend the annual Staff Retreat.
- Staff members can be required to work on either campus according to the needs of the College.

Privacy

- In applying for this position you will be providing Calvary Christian College with personal information.
- If you provide us with personal information it will be used to assess your application. You agree that we may store this information.
- We will not disclose this information to a third party without your consent. We may disclose this kind of information to the following types of organisations: Board of Teacher of Registration or government departments such as the Police Department for a criminal record check.