

## **Bus Driver**

Cranbrook Educational Community is one of the world's leading centers of education, science, and art. Comprising a graduate Academy of Art, contemporary Art Museum, House and Gardens, Institute of Science, and Pre-K through 12 independent college preparatory Schools, Cranbrook welcomes thousands of visitors and students to its campus each year. Critics have called Cranbrook "the most enchanted and enchanting setting in America" and in 1989, it was designated a National Historic Landmark. The campus is located about 10 miles north of Detroit. For more, please visit our website: [www.cranbrook.edu](http://www.cranbrook.edu).

This opportunity is for a bus driver position for daily campus shuttles and field trips for student classes and athletic teams.

**Responsibilities include, but are not limited to:** Drives a Cranbrook school bus, loading and unloading passengers at designated stops; shuttles students to various points on campus and athletic teams to various locations for athletic contests in the evenings and weekends; ensures safety and security of vehicle and passengers; performs routine vehicle inspections and preventative maintenance; prepares and maintains records and reports.

**Requirements:** High school diploma or GED; valid Michigan driver's license with satisfactory driving record; driving experience in the transporting of passengers; training and experience that demonstrates the ability to perform the duties of the position; possess a valid Michigan CDL with B, P, S endorsements and acquire a Michigan Department of Education bus driver card within three months of hire date; possess or be able to acquire a medical examiners certificate; comply with federally mandated drug and alcohol screening; understand, speak, and have the ability to write in English; possess routine knowledge of bus driver related functions and basic traffic laws

There are two Bus Driver positions currently available: both are part-time, school session jobs working 30 hours per week. Although regular shifts are scheduled while school is in session, there are also opportunities to drive during the summer months. One position has work hours of Monday – Friday 8:00 am – 2:00 pm. One position has work hours of Monday – Friday 11:30 am – 5:30 pm. Availability to work weekends as needed. These positions pay \$20.21 per hour.

These part-time positions include eligibility for paid time off, a medical plan, and a unique environment in an educational setting that values collaboration.

For consideration, please submit a completed Employee Application to: Cranbrook – HR, P.O. Box 801, Bloomfield Hills, MI 48303-0801, or fax to (248) 645-3014, or email [humanresources@cranbrook.edu](mailto:humanresources@cranbrook.edu). Our Employee Application can be downloaded from this [Employment Page](#).