

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
PO BOX 278
PABLO MT 59855
(406) 675-2700
PERSONNEL OFFICE FAX: (406) 675-2711
WEBSITE ADDRESS: cskt.org/personnel
E-mail: carla.matt@cskt.org**

******VACANCY ANNOUNCEMENT******

TITLE: T.E.R.S. Bus Driver (Contract Position)

LOCATION: Two Eagle River School – Pablo, MT

SALARY: \$20.00 per hour

CLOSING DATE: Open Until Filled

SPECIAL CONDITIONS:

This is a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. **The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test. The successful applicant will be required to serve a mandatory six-month probationary period.**

- Transport students to and from school on a daily basis and follow established TERS bus routes; supervise students on bus.
- Transport students and staff for field trips, school activities, athletic events, and general school errands and will be available for after-school extra-curricular activities.
- Maintain reliable and safe transportation; responsible for basic care and maintenance of vehicles.
- Maintain accurate attendance forms, mileage logs as required by TERS policies, and student count week forms. Other duties as per job description.

MINIMUM QUALIFICATIONS (AS REFLECTED ON TRIBAL EMPLOYMENT APPLICATION)

- High school diploma
- Commercial license w/school bus endorsement required by start date; previous driving experience; excellent driving record/skills; no history of reckless or unsafe driving habits and/or suspended driving license privileges.
- Must pass drug test, background check, fingerprinting (no violence against children or other individuals, no sexual abuse against children)
- Have knowledge of Flathead Reservation roads, Montana State traffic laws, local and tribal driving ordinances and GSA requirements
- Must have general vehicle maintenance and mechanical knowledge.
- Must be willing to promote a program of drug and alcohol-free education
- Must be willing to be a team member of active staff and demonstrate cooperative behavior.
- Experience working with Native American youth and/or knowledge of Native American culture a plus but not required

DESIRABLE QUALIFICATIONS (AS DETERMINED BY THE INTERVIEW):

- Request position description for detailed desirable qualifications.

SUBMIT:

1. Completed Tribal employment application.
2. Copy of relevant academic transcript
3. Copy of current valid driver's license
4. If Applicable - Proof of enrollment from a federally recognized Tribe if other than CSKT.
5. If claiming veteran's preference, a copy of DD214 must be submitted.

SUBMIT ALL OF THE ABOVE TO: Personnel Office, PO Box 278, Pablo MT 59855, telephone (406) 675-2700 Ext. 1040 or personnel@cskt.org

FOR MORE INFORMATION: Contact Rodney Bird, at 406-675-0292