

POSITION AVAILABLE COLLEGE DRIVER CASUAL

We are privileged to learn, work, and live on the traditional territory of the SC'IA'NEW Nation.

Pearson College UWC stands as a beacon of hope and education, founded in 1974 with a vision to make education a force that unites people, nations, and cultures for peace and a sustainable future. Our mission is deeply rooted in this vision, striving to empower students from diverse backgrounds to actively engage in creating a better world.

At Pearson, we are more than just an educational institution; we are a vibrant community of passionate individuals committed to fostering global understanding and positive change. As one of 18 United World Colleges around the world, our students undergo a rigorous selection process involving over 150 National Committees worldwide. They are chosen not only for their academic potential but also for their demonstrated dedication to making a meaningful impact on the world. Moreover, the majority of our students receive substantial financial aid, ensuring that opportunities for transformative education are accessible to all.

Pearson College UWC is recruiting an outstanding College Driver to join our Operations team.

Reporting to: Director of Operations

Position Summary:

The College is seeking part-time driver(s) to support shuttle bus and other College vehicle driving services for student and employee transportation. A roster of drivers will be assigned to conduct scheduled transportation runs during the week and on weekends throughout the College academic terms from late August to early June.

Main Responsibilities:

- Provide safe, courteous, professional driving services to the College, including operation of shuttle buses (13, 14 and 24-passenger), passenger van, sedan and, on occasion, other utility vehicles.
- Conduct passenger vehicle pre- and post-trip inspections and cleaning routines.
- Work closely with College Maintenance Technicians and the Transportation Coordinator to deconflict bookings and maximize fleet performance.
- Work with Maintenance Technicians to schedule routine maintenance and repair mechanical issues in accordance with the National Safety Code (NSC) and Carrier Safety Guide (BC).
- Keep accurate records and vehicle logs for all transportation service events.
- Address any real-time issues that may arise with Pearson's fleet vehicles throughout the day.

LESTER B. PEARSON COLLEGE OF THE PACIFIC AND UNITED WORLD COLLEGES (CANADA) INC

650 Pearson College Drive, Victoria, BC, Canada, V9C 4H7

P: +1 250 391 2411 E: info@pearsoncollege.ca www.pearsoncollege.ca

Located on the unceded territory of the Scia'new First Nation

Qualifications

- Minimum Class 4 (unrestricted) BC driver's license with 7+ years relevant driving and operational experience in a fleet operations and services role, ideally having managed physical assets.
- Ability to perform under pressure with consistency and superior attention to vehicle and driver safety and detail.
- Goal-oriented with a strong drive to achieve professional service standards and meet daily and weekly scheduling commitments and deadlines.
- Strong organizational skills and the ability to effectively prioritize tasks.
- Ability to integrate with various College organizations, adapt in a constantly changing environment and shift gears on short notice.
- Excellent written and verbal communication skills.
- Comfortable using various forms of software, including Microsoft Outlook
- Proficiency in WhatsApp and Google Sheets will be necessary
- Automotive or Fleet Management experience is a plus

Compensation & Organization

This is a part-time position located at Pearson College UWC in Metchosis, approximately 40 minutes from downtown Victoria. The College also offers an hourly wage of \$23.00 per hour to qualified applicants. Applications will be accepted until the position is filled and reviewed daily. Only candidates selected for an interview will be contacted. Candidates must be eligible to work in Canada and pass a criminal record check. Résumés and a cover letter can be emailed to careers@pearsoncollege.ca.

As an inherent part of our United World College values, Pearson College UWC is actively committed to Anti-Racism, Diversity, Equity, and Inclusion in our living, learning, and work environments. In pursuit of our values, we seek individuals who will work respectfully and constructively with differences and across levels of privilege and power.

We encourage applications from individuals belonging to minority groups, including but not limited to Indigenous peoples, LGBTQ+ individuals, women, and those with diverse backgrounds or experiences. Your unique perspective is valued and contributes to fostering an inclusive and equitable workplace.