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## **POLICY GDABA- Regular Route – Bus Driver Selection Process**

(For Teamster positions please see the Teamsters' Collective Agreement)

**Regular, probationary and spare drivers should have an opportunity to apply for any vacant positions/bus routes prior to an opportunity being given to the general public.**

**The criteria to be used in the selection of a regular or probationary bus driver are:**

- 1. proximity to the route,**
- 2. seniority, and**
- 3. experience.**

### **PURPOSE**

to establish guidelines for bus driver selection.

### **GUIDELINES & PROCEDURES**

1. When a vacancy for a regular route occurs:
  - a) the route may be redesigned in the area; or
  - b) a driver from another route may be transferred to the vacant route; or
  - c) it may be advertised by:
    - i) announcement to regular and probationary drivers
      - (1) on the Division's 2-way radio system; this announcement shall be made on each of 3 consecutive driving days; or
      - (2) by letter if the vacancy occurs during the summer break; and
    - ii) by letter to all spare drivers in the area.
2. If management determines that all other criteria are equal, then the deciding factor will be seniority.

### **REFERENCES**

**Cross References:**

**Legal Reference:**

**BM#:** 157-98; 20130530.1019; 20171005.1005

**Next Review:** 2020/21