



**Bus Driver  
Seasonal, Part-time**

**Location:** Wembley, AB

**Organization:** Philip J Currie Dinosaur Museum

**Reports to:** Norman Morrison- Maintenance and Operations.

**Term of Employment:** June 23<sup>rd</sup>, 2026, to August 29<sup>th</sup>, 2026

**Salary:** \$23.00/hr.

**Hours of work:** Part-time, 2-4 days per week

The Philip J Currie Dinosaur Museum is seeking an enthusiastic and passionate Bus Driver to facilitate the transportation of guests for the “Secrets of the Wapiti” River Float and Dino Summer Camps. The Dino Bus Driver (a 2-month summer position) plays an integral role in the success of these programs.

***About the Philip J. Currie Dinosaur Museum***

The PJCDM is located 2 km outside the Town of Wembley and approximately 33 km from the City of Grande Prairie. While the successful candidate is responsible for finding their own accommodation in the Grande Prairie area, the museum can suggest some potential options. The successful candidate must be present, in-person, at the museum during work hours. They must be willing to work some evenings and weekends to accommodate volunteers and special events.

**Description of Primary Roles and Responsibilities:**

- Excellent driving skills and ability to comply with traffic regulations.
- Perform pre-trip and post-trip inspection of the bus, including required documentation.
- Supervise the loading and unloading of passengers and personal property onto the bus.
- Follow prescribed route and schedules.
- Safely drive our Dino Bus, transporting guests to various locations.
- Ensure passengers follow traffic laws.
- Maintain a clean and orderly bus.
- Monitor gauges as necessary and refuel as needed.
- Assess incidents and report major problems to the Head of Operations.
- Regulate heating, lighting and ventilating system for passenger comfort.



### **Requirements/Qualifications:**

- Must be over 25 years of age.
- Have a clean drivers abstract (5 year).
- Must have a clean Criminal Record Check including Vulnerable Sector
- Demonstrated experience operating a vehicle of similar size.
- Hold a class 1, 2 or 4 Drivers License.
- Valid Intermediate First Aid Certificate including CPR certification.
- Ability to handle difficult situations and remain calm under pressure.
- Good time management and organizational skills.
- Knowledge of local attractions and landmarks.
- Physically able to walk/hike short distances to greet guests.
- Ability to work independently and as part of a team.
- Strong communication and customer service skills.
- Flexible schedule.
- Able to work weekends and/or evenings.
- Attention to detail and ability to follow instructions accurately.
- Strong problem-solving skills
- Commitment to safety and ability to handle emergency situations.

### **Period of Employment:**

The period of employment for this position will be **June 23<sup>rd</sup>, 2026, to August 29<sup>th</sup>, 2026** (Some negotiation around start/end dates can be considered).

### **To Apply**

We are an equal opportunity employer, and any eligible person is welcome to apply for this position. **The application deadline is Friday, April 18<sup>th</sup> at 11:59 pm MDT** or sooner if ideal candidate is found. Please note only successful candidates will be contacted and scheduled for an interview. Virtual interviews are possible for candidates not local to the region. If interested, please e-mail your cover letter and resume to the following address:

**Attention: Norman Morrison**

E-mail: [HR@dinomuseum.ca](mailto:HR@dinomuseum.ca) and [maintenance@dinomusem.ca](mailto:maintenance@dinomusem.ca)