



Catholic Diocese of Evansville
Catholic Schools Office
4200 N. Kentucky Ave • P.O. Box 4169
Evansville, Indiana 47724-0169
Phone: (812) 424-5536 • Fax: (812) 424-0973
Web Address: www.evdio.org

School Name: Vincennes Rivet High School

Contact Name: Joseph Maione

Contact Phone Number: 812-882-6215

Contact Email: jmaione@evdio.org

Date Posted: 3/20/2026

Date Closed: 12/31/2026

Job Type: Non-Certified

Employment Type: Part-Time

Title/Position: Bus Driver

Grade Level/Subject Area: N/A

Start Date: TBD

Job Description/Responsibilities:

- Operate a School Bus within a prescribe route(s) in accordance with time schedules; picking up and discharging students at designated stops
- Transports students and teacher on field trips to various locations; planning necessary route(s) and stops as needed
- Maintains order an proper discipline of student passengers according to diocesan policy
- Conduct safety and operational inspection of assigned vehicle daily
- Performs periodical safety drills as required by law; completing necessary reports upon request
- Maintains cleanliness of vehicle to ensure safe operating condition
- Attends driver training programs to maintain current knowledge of Indiana Motor Vehicle Code and the Education Code as it applies to the operation of vehicles in the transportation of school children
- Performs related duties as required

Qualifications:

- At least 21 years old. Indiana driver's license with a good driving record (no OVIs in the past 10 years). CDL with passenger endorsement.
- Completed or plan to complete the Bus Safety Course for Yellow Card Certification
- Ability to meet the physical requirements necessary to safely and effectively perform required duties
- Ability to pass random drug and alcohol screening

Application Instructions:

Thank you for your interest in working for the Catholic Schools of the Diocese of Evansville. Please email a letter of interest and completed application packet to the Catholic Schools Office at csso@evdio.org.

Application Packets can be downloaded from the Diocese of Evansville website.

Certified Teacher Application <http://www.evdio.org/certified-employee-application-instructions.html>

Non Certified Application <http://www.evdio.org/non-certified-employee-application-instructions.html>

Bus Driver Application <http://www.evdio.org/bus-driver-employee-application-instructions.html>