



**Marshall's Bus & Coach Company Pty Ltd**  
**Tours - Excursions - Charters - School Bus Services**  
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Thank you for expressing interest in becoming a School Bus Driver at Marshall's. Marshall's has 22 school bus runs between Bodalla and Broulee operating during the NSW School Terms.

When a driver commences with Marshall's they are known as a relief driver. Relief drivers are rostered to fill school runs if the usual driver is unwell, away or on charter. Relief drivers can expect two to five days' work per week depending on operational tempo.

The current pay rates are provided in the example below for the expected minimum pay per day. Longer bus runs will provide additional pay where appropriate.

School Bus Engagement - \$39.6973 p/hr (Grade 3 Casual)  
D/C Allowance - \$18.1672 per day  
Minimum school run length is 3 hours

For example:

3hrs x \$39.6973 = \$119.09  
D/C Allowance - \$18.1672 per day  
Total = \$137.26 per day

Drivers are paid to learn a bus run. Ideally a driver goes on the run with the usual driver for one day. On the second day the driver drives the run with the usual driver observing. The third day the driver does the run by themselves. Relief drivers will be rostered to learn a variety of runs as time goes on.

To be eligible to drive a school bus in NSW you must hold a current Medium Rigid (MR) licence, NSW Bus Driver Authority and Working with Children Check (for paid work). The process for obtaining these requirements are outlined below:  
<https://roads-waterways.transport.nsw.gov.au/business-industry/buses/drivers/applying-for-a-new-bus-driver-authority/applying-for-a-new-bus-driver-authority-online-application.html>)

1. Obtain a NSW Bus Driver Authority training certificate call the office to discuss booking in for your training course with us.
2. Pass a Medical Assessment for Public Passenger Vehicle Drivers with your GP, form found here <https://roads-waterways.transport.nsw.gov.au/documents/about/forms/45071751-public-passenger-vehicle-driver-medical-assessment-form.pdf>

3. Obtain a National Criminal History Record check or elect for RMS to conduct your National Criminal History Record check on your behalf during the application.
4. Obtain a Working with Children Check (WWCC) for paid work. This can be completed online at this link <https://www.service.nsw.gov.au/transaction/apply-for-a-working-with-children-check> to initiate the application. You will then need to take the paperwork to a Service NSW office to complete the application.
5. Once you have completed the above your application can be submitted online by attaching the required supporting documentation (which is listed in the attached guide) at this link <https://bda.connect.rms.nsw.gov.au/>

Note – You don't need photos. They will use the photo from your license.

**It would be great to meet you in person, go for a drive, and possibly have you travel on one of the school bus runs before proceeding to obtain a Driver Authority.**

If you have any questions, please feel free to call.

Regards,

Melissa Seidel (nee Marshall)  
Director  
Marshall's Bus & Coach Company Pty Ltd  
After hours mobile: 0455 455 622