

Gary White

Bus driver

AREAS OF EXPERTISE

Driving skills

Traffic regulations

Bus maintenance

Customer service

Safety checks

Map reading

Travel advice to passengers

PROFESSIONAL

First Aid Certificate

*Certificate of
Professional Competence
(CPC)*

*Passenger Carrying
Vehicle (PCV)*

PERSONAL SKILLS

Punctual

Reliable

Helpful attitude

PERSONAL DETAILS

*Gary White
34 Anywhere Road
Coventry
CV6 7RF*

T: 02476 888 5544

M: 0887 222 9999

E: gary.w@dayjob.co.uk

DOB: 12/09/1985

Driving license: Yes

Nationality: British

PERSONAL SUMMARY

A well mannered, reliable and competent bus driver with excellent driving skills and a thorough understanding of driving laws. Having a proven ability to drive a bus carefully in a safe and courteous manner, to strict time schedules and in compliance with traffic regulations. Constantly focusing on making journeys a pleasant and hassle-free experience for passengers.

Ready and qualified for the next stage in a successful career. Currently looking for a suitable position a bus driver with a reputable company.

WORK EXPERIENCE

Bus & Travel Company – Coventry

BUS DRIVER June 2008 - Present

Driving along predefined bus routes, dealing with traffic, stop-and-go driving and providing assistance and advice to passengers at the same time. Driving in a lawful manner with special reference to the persons and baggage being carried.

Duties:

- Providing a reliable and safe transport service to people in the local area.
- Giving advice to passengers on the most cost effective fares and services.
- Responsible for making sure passengers are safe and comfortable at all times.
- Maintain accurate records of journeys, fuel issues, oil, log / mileage sheets.
- Collect the correct fares from passengers.
- Responsible for regularly checking the condition & safety of the bus.
- Checking pre-paid passenger tickets & taking payment & issuing new tickets.
- Helping passengers with questions about their journey.
- Dealing with abusive, aggressive or unruly passengers.
- Keeping the bus interior clean and safe for passengers.
- Keeping operational records and making simple reports.
- Assisting disabled passengers with baggage onto the bus.
- Reporting delays and accidents to controllers at head office.
- Checking a buses water, gas, oil and mechanical condition before driving.
- Preparing reports on incidents, hours worked, mileage, fuel consumption, and fares received.

KEY SKILLS AND COMPETENCIES

- Fully aware of all traffic regulations.
- Customer focused attitude and a friendly personality.
- Holding a current valid PCV licence.
- Ability to read maps and follow verbal geographic directions to route changes.
- Having a confident and friendly personality.
- Willing to work shift patterns of early, late and nights, 7 days a week.

ACADEMIC QUALIFICATIONS

A Levels: Maths (B) English (C)
Nuneaton Central School 2006 - 2008

GCSE: Maths (A) English (B) Technology (B) Science (C)
Coventry Central School 2000 - 2006

REFERENCES – Available on request.

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