



Competition #V1924 Transit Office Support and Dispatch (Part-Time, Under 20 Hours Per Week)

Closing Date: 4:30 pm, Friday, January 2, 2026

The Sunshine Coast

A natural paradise blessed with mild winters, beautiful surroundings, and showcasing the best aspects of outdoor adventure, arts, and culture. Bordered by rugged mountains and blue ocean waters, situated on a peninsula (not an island) in the ancestral lands of the shíshálh (Sechelt) and Skwxwú7mesh (Squamish) First Nations, this is the Sunshine Coast. Whatever hobby or interest you might enjoy, we have it right here. Hike the trails, get out in a kayak, try golfing, swimming, fishing, cross-country skiing, attend festivals, visit museums, go whale-watching, or any of the other recreational activities that are right at our doorstep. Big city life is only a 40-minute ferry ride away. A preferred tourist destination, a great place to live and play, now is the time to consider making this amazing place your home.

Transit Office Support and Dispatch Position Overview

The Sunshine Coast Regional District (SCRD) is currently inviting applications for the part-time position of Transit Office Support and Dispatch to provide dispatch and clerical services and coordinate conventional and HandyDART services. This position also provides administrative support for the initiatives undertaken by the Transit and Fleet Division of the Sunshine Coast Regional District. Service is provided to meet the expectations of customers to the greatest possible extent, with due regard for safety and within given time constraints. Further details can be found in the job description found at www.scrd.ca/careers.

Compensation and Benefits

We have what is being called one of the very best compensation and benefits packages that are out there. Immediately upon hire this position includes an additional \$3.05 per hour cash-in-lieu of benefits, offers 6% vacation pay, and pro-rated sick leave. After 30 days of employment the wage rate will then expand to include an additional 5% in lieu of statutory holiday pay. The SCRD also provides for eye exams and eyewear, on a pro-rated basis, for the hours worked. Part-time, qualified employees are also eligible to join the General Casual List, for potential on-call employment in other divisions, provided the casual work does not conflict with regularly scheduled hours.

The Transit Office Support and Dispatch is a bargaining unit position with a 2026 wage rate of **\$35.38 per hour**, scheduled approximately 14 hours per week.

How to Apply

We look forward to hearing from you! Please send a current resume and a cover letter **quoting the competition number** via [email](mailto:hr@scrd.ca) by the closing date and time shown above. **In the subject line of the email please include your name and the competition number.** The SCRD is committed to equitable access to employment opportunities. We value a diverse workforce to best represent the communities we serve, and we thank all applicants in advance for your interest.

Contact: hr@scrd.ca or www.scrd.ca/careers