

JOB DESCRIPTION

JOB TITLE: F o o d T r u c k D r i v e r

REPORTS TO: Transportation Supervisor/Assistant Superintendent

DEPARTMENT: T r a n s p o r t a t i o n D e p a r t m e n t

I. NATURE AND SCOPE OF JOB:

To assure the safe and timely delivery of food to all satellite programs, so that students may take advantage of the district's curricular and co-curricular programs.

II. EXPECTATIONS:

1. Maintain a positive attitude that supports the District Mission.
2. Maintain a positive and supportive relationship with all people in the work place.
3. Be responsible for acceptable attendance and punctuality.
4. Accept responsibility for the identified job description and continually strive to perform work of the highest quality.
5. Responsible for adhering to District policies.

III. JOB FUNCTIONS:

A. Essential Functions:

1. Routine food services delivery work involving distribution of food and supplies to and from the school central kitchen and satellite schools, following prescribed routes and procedures.
2. Assume the responsibility of loading the food carriers in a safe and careful manner to avoid spilling of food contents.
3. Assume the responsibility of loading all carriers in a safe manner in which they will not be damaged.
4. Perform regular cleaning of delivery truck.
5. Maintain a pleasant, helpful attitude toward food service staff, both at central kitchen and at satellite schools.
6. Inform Transportation Supervisor of any mechanical or damage to the food service truck.
7. Inform Food Service Director of any damage to food carriers.
8. Obey all traffic laws.
9. Operate vehicle in a safe and efficient manner.
10. Conduct pre-trip inspections, as required.
11. Follow assigned schedule.

A. Essential Functions, continued:

12. Report all accidents and complete required reports.
13. Follow district policies and procedures.
14. Comply with sanitary regulations.
15. Perform all other duties assigned.

B. Non-Essential Functions:

1. Fuel bus as needed.
2. Notify District employees in case of mechanical failure or route delays.

IV. **JOB QUALIFICATIONS:**

A. Knowledge, Skills and Mental Ability:

1. Ability to communicate in English orally and in writing
2. Ability to operate standard transmission vehicles
3. Have a safe driving record
4. Ability to follow detailed, written directions
5. Ability to work flexible hours
6. Work cooperatively with others
7. Present well-groomed appearance

B. Education, License, Certification or Formal Training:

1. Hold a High School Diploma or equivalent
2. Successfully obtain a valid CDL Driver's License with proper endorsements and be able to meet District insurance qualifications
3. Successfully pass District Bloodborne Pathogens training
4. Hold a valid driver's license and be able to meet District insurance qualifications
4. Must undergo Drug and Alcohol testing as mandated by Department of Transportation and District policy.

C. Equipment Used:

Tie-Down Straps	Power Washer	Oil Dispenser
Fuel Pump	Power-Lift/Tommy-Lift	Hand Dolly
Satellite Carriers		

D. Physical Demands:

1. Successfully pass an annual physical examination
2. Be able to lift a minimum of 75 to 100 pounds on a regular basis

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E. Environmental Demands:

1. Noisy conditions caused from engines running and impact tools
2. Fumes from gasoline or diesel engines as they are moved in and out of shop areas
3. Ability to work in all weather conditions to include hot, cold, extremely cold, wet, rainy, and dusty within inside and outside of shop area
4. Cleaning solvents, aerosol sprays, diesel, gasoline
5. Ability to work in crowded work areas

The School District reserves the right to investigate the driving record of any transportation department employee prior to or during employment.

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Carbon County School District One does not discriminate on the basis of race, color, national origin, sex, age, disability, political affiliation, religion, or belief in relation to admission, treatment of students, access to programs and activities, or terms and conditions of employment.

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3/14/9, 6/17/96