JOB DESCRIPTION

Job Title: Delivery Driver/Food Service

Job Family: Warehouse/Delivery Services

Range: 31

Job Purpose Statement/s: The job of "Delivery Driver: Food Service" is done for the purpose/s of loading, delivering centrally prepared foods; assist in food preparation and serving; load, unload, open, stack and rotate food stock and supplies.

Essential Job Functions:

* **Loads** and delivers food and supplies to various District food service facilities and returns delivery containers to the main preparation center.
* **Loads** and unloads kitchen warehouse stock.
* **Performs** periodic kitchen equipment maintenance.
* **Helps** maintain clean and orderly conditions in food service areas and/or warehouse.
* **Operates** and maintains food service truck, including washing, checking tires, gasoline, oil and water levels.
* **Maintains** records of requisitions, purchase orders and deliveries.
* **Assists** in food preparation and serving as directed.
* **Responsible** for warehouse storage of food and supplies including receiving, delivery and inventory.
* **Loads** and unloads delivery vehicle ensuring that all items are properly secured and delivered to the receiving site(s).

Other Job Functions:

* **Assists** other personnel as may be required for the purpose of supporting them in the completion of their work activities.

Job Requirements - Qualifications:

* **Experience Required:** One (1) year experience in the operation of a motor vehicle, preferably including duties of delivery nature; good driving record.
* **Skills, Knowledge and/or Abilities Required:**
  Skills to safely drive utility vehicle.

  Knowledge of safe and efficient procedures for truck operation, loading and delivery; safe driving practices and traffic laws. Proper methods of storing and rotating food stuff and supplies.

  Abilities to walk for prolonged periods, understand and carry out oral and written instruction, drive for extended periods, read maps and schedules, adhere to route schedules, maintain written records. Significant physical abilities include lifting/carrying/pushing/pulling, stooping/crouching, reaching/handling, talking/hearing conversations, far visual acuity/depth perception/visual accommodation/field of vision.

Education Required: High School diploma or equivalent.

* **Licenses, Certifications, Bonding, and/or Testing Required**: Valid Driver's License and evidence of insurability, Criminal Justice Fingerprint Clearance, negative pre-employment drug screen test and negative TB test results. Successful completion of District Proficiency Test.