

CHANNEL ONE REGIONAL FOOD BANK JOB OPENING

02.01.2024

Job Title: Retail Rescue Truck Driver
Department: Food Bank
Classification: Full-time, Non-Exempt – 40 hours/week
Schedule: 6:00am – 2:00pm Monday-Friday
Reports to: Warehouse Manager

At Channel One Regional Food Bank, our mission is to strengthen food access and build healthy communities. As a truck driver for the Retail Rescue program, you will have the unique opportunity to serve people experiencing hunger by transporting donations of food from local retailers to Channel One Regional Food Bank for distribution to food insecure individuals and families in our area.

Apply now and join our team of dedicated staff and volunteers to help make a difference in the lives of our neighbors experiencing food insecurity.

POSITION DESCRIPTION

As the Retail Rescue truck driver you will be responsible transporting donated food from local retailers daily to Channel One Regional Food Bank. As a representative of Channel One Regional Food Bank, you will be responsible for building positive, professional relationships with local businesses and retailers to foster their continued support of Channel One and its programs.

Primary Responsibilities

1. Promptly and safely load, transport, and unload donated and purchased food from local retailers to Channel One according to route schedule.
2. Maintain good rapport with businesses and/or their employees to foster continued support and a professional working relationship.
3. Weigh in and record all product donations, following prescribed company procedures.
4. Move and store dry, refrigerated and frozen products in appropriate areas of warehouse, cooler and freezer with identifying tags.
5. Complete and perform accurate documentation for shipping, receiving, unloading and warehousing of product, as defined by Channel One policies and procedures.
6. Inspect product donations to assure that safety and sanitation standards are met.
7. Successfully complete ServSafe food safety certification training and use proper food handling techniques at all times.
8. Perform cleaning and light maintenance of vehicle(s) and equipment, reporting problems immediately to Operations Director.
9. Fill in for other truck drivers, including Mobile Pantry, as needed and assist other warehouse staff with their responsibilities, as directed by the Warehouse Manager or Operations Director.
10. Maintain all current licenses, certifications and medical cards in accordance/compliance with Channel One and State and Federal mandated requirements.
11. Perform vehicle inspections and maintain proper vehicle logs on a daily basis. Record fuel usage as well as miles/time data as required by food bank and other regulatory entities.
12. Attend all required meetings and/or training sessions.
13. Other duties as required.

Qualifications:

- Valid Class B driver's license and good driving record required.
- Must be able to lift at least 50 pounds frequently.
- Forklift experience. Ability to obtain certification.
- Knowledge of warehouse procedures.
- Strong interpersonal skills and ability to build positive relationships both inside and outside the organization.
- Dependable and trustworthy, able to take direction and follow prescribed processes and procedures.
- Candidate must have good communication skills and act as an outside representative of the Food Bank to donors, agencies and others.