

ECKAAA JOB DESCRIPTION

VAN DRIVER

SUPERVISOR: FOOD SERVICE COORDINATOR

HOURS PER WEEK: VARIES PER ROUTE

QUALIFICATIONS:

1. High school diploma
2. Valid driver's license with good driving record
3. Ability to lift 50 pounds
4. Good communications skills
5. Ability to follow directions
6. Ability to speak, read and write English

SPECIFIC DUTIES & FUNCTIONS:

1. Keep accurate record of time worked
2. Pack food for sites on route in accordance to site orders. Pack all food with blue ice or hot brick according to whether food is hot or cold
3. Work with other drivers to pack Home Delivered Meals needed
4. Deliver food, supplies, and informational envelopes as requested to sites on appointed route
5. Pick up and return communications and deposits from sites
6. Clean and store cambros and cookers upon return to kitchen
7. Assure maintenance is performed on assigned van regularly
8. Other duties as requested by Food Service Coordinator or Executive Director