

FOOD BANK FOR THE HEARTLAND
Position Description

Position Title: Seasonal Driver – Kids Café
Reports to: Network Compliance and Child Hunger Programs Manager

Position purpose:
Responsible for support of Food Bank for the Heartland Child Hunger programs; specifically transporting of food to partner sites.

- Essential accountabilities:**
1. Responsible for driving Food Bank for the Heartland vehicle to make deliveries for Kids Café program
 2. Possess strong customer service skills
 3. Loading and unloading of food to and from Food Bank for the Heartland vehicle, including loading and unloading food service supplies
 4. Completion of daily mileage logs, daily transportation & safety checklists
 5. Prepare vehicle for food delivery, including proper amounts of fuel upon completion
 6. Responsible for vehicle being kept clean and in proper working order – in accordance with food safety cleaning procedures

- Knowledge, skills, and abilities:**
1. Commitment to the FBFH’s mission and values
 2. High School Graduate or GED
 3. Ability to work with people
 4. Lift and transfer up to 30 pounds
 5. A valid driver’s license in good standing required; Over age 21

Incumbent’s signature: _____ **Date:** _____

Supervisor’s signature: _____ **Date:** _____