



Job Description

Job Title: Truck Driver
Department: Warehouse
Reports to: Manager, Warehouse - NOVA
Classification: Non-exempt

The Capital Area Food Bank feeds those who suffer from hunger and malnutrition in the Washington, DC metro area by acquiring and distributing food through our network of 700 partners. Our food distribution is complemented by outreach, education, and training to help those in need. The Capital Area Food Bank is a member of Feeding America, a national network of over 200 food banks.

Position Overview:

The Truck Driver operates company vehicles to make food deliveries to our partner agencies, pickup food donations from donors and follows all DOT and Safety Rules / Regulations. Monitors the physical and mechanical condition of vehicles to help maintain a safe and efficient truck fleet.

Essential Functions:

- Drive vehicle to transport food following all food safety regulations to and from the food bank to agencies, from donors and other areas as assigned;
- Load, unload and clean truck, regularly;
- Count and separate food donations or purchased products by product type while unloading the company vehicle;
- Communicate knowledgeably with co-workers, donors and clients about the Capital Area Food Bank and associated situations;
- Assist with special events and distributions of Capital Area Food Bank products;
- Assist with operations as needed, and directed by the Director of Transportation and Logistics;
- Performs other tasks as assigned;

Minimum Requirements:

- High School diploma
- Minimum 5 years of driving experience
- Possession of a current Commercial Driver's License, (CDL)
- Satisfactory safe driving record

Other Skills/Abilities:

- Demonstrated knowledge of the Department of Transportation's standards for commercial driving.
- Ability to work with a diverse group of individuals, including clients of the Capital Area Food Bank, either autonomously or in a team environment.
- Ability to read a map, follow GPS or instructions while navigating to various locations within the Washington Metropolitan Area.
- Must exhibit excellent customer service skills while interacting with CAFB staff, donor, agencies and or clients at all times.
- Effective interpersonal and problem solving skills.
- Demonstrated ability to maintain a level of professionalism, promoting Capital Area Food Bank's community spirit and mission.

Physical requirements:

- Ability to operate a motor vehicle, forklift, or pallet jack with a valid license
- Regularly required to use hands to finger, handle or feel; reach with hands and arms; and talk or hear. Frequently required to stand; walk; and stoop, kneel, crouch or crawl.
- Occasionally required to sit and climb or balance.
- Must regularly lift and/or move objects up to 20 pounds, frequently lift and/or move objects up to 50 pounds, and occasionally lift and/or move objects that weigh more than 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment:

- Drives in traffic, and throughout the community
- General food distribution center; contains moving forklifts and pallet jacks
- Frequent exposure to changes in temperature conditions
- Regular business hours; extended hours when necessary and for special events.

EOE

www.capitalareafoodbank.org

Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.