



Position Title: Driver/Warehouse Worker

Job Classification: Part-time, FLSA non-exempt

Typical schedule: 24-30 hours per week, Tuesday-Friday, 6-8 hour days that can begin at 6:30 a.m. or end as late as 7 p.m.

Job Overview

Our team of Driver/Warehouse Workers are on the front lines of hunger relief throughout SLO County, working directly with a diverse range of clients (predominantly Spanish and English speaking), partner nonprofits, and volunteers. Additionally, Driver/Warehouse Workers are on the road assisting with produce pickups, grocery rescue, and collecting large scale food donations. This position requires extensive enthusiastic interaction with the public and with other staff members as well as:

- A passion for the SLO Food Bank Mission
- Enthusiasm for a physically active job that includes regular bending and heavy lifting
- Commitment to working diligently and safely
- A clean driving record

Principle Duties & Responsibilities

- Professionally represent the SLO Food Bank throughout the community including, in the warehouse, with volunteers, at food collection sites and activities, at distribution sites, and activities.
- Drive refrigerated box trucks and other vehicles for pick-up and delivery.
- Work with volunteers in our warehouse to sort food donations and compile orders.
- Engage in courteous and professional interactions with nonprofit agency partners, clients, and vendors.
- Maintain healthy relationships with all staff to facilitate an inclusive culture, proactive communications, and solution-focused collaboration.
- Operate forklift and pallet jack to build orders and load/unload trucks.
- Actively look for and guard against workplace and food safety concerns.
- Work with the warehouse team to maintain a clean, safe, and organized environment.

Distinguishing Characteristics

- Teamwork – Contributes harmoniously as member of the Food Bank team.
- Compassion – Genuinely cares about providing caring services to people in need. Is kind to all.
- Embraces Diversity – Gives respect to all people at all times without exception.
- Hard Working – Is a self-starter, completes tasks, and is dependable.
- Engagement – Has a passion for SLO Food Bank Mission.
- Good listener – Actively seeks opinions of others to make informed decisions; consultative; able to inspire confidence and trust.
- Adaptable – Interacts effectively with individuals of diverse backgrounds, experiences, and personalities.

- Customer Service - exceptional ability to understand client needs and reliably provide a high-level experience.

Requirements

- Must be 18 years of age or older.
- Must possess a valid Driver's License in your state of residence, clean driving record, and proof of insurance.
- Reliable transportation to work.
- High school diploma or equivalent.
- Must be willing to travel throughout SLO, Santa Barbara and Monterey Counties; all workdays begin and end at SLO Food Bank's warehouse in San Luis Obispo.
- Must be proficient in using a smartphone and variety of apps for communication and tracking.
- Bilingual (Spanish and English speaking) preferred but not required.
- Forklift and powered jack experience preferred but not required.
- Experience operating box trucks or similar vehicles preferred but not required.

Salary Range

- \$20.00-23.00 per hour.
- 10 paid holidays per year.
- 12 paid vacation days per year.
- Paid sick leave.
- Eligible for employer subsidized healthcare benefits.
- 401(k) matching 50% of employee's annual contribution up to a total organizational match of 3% of annual salary.
- Working with an amazing team in providing life enhancing care to our most vulnerable neighbors.

Work Conditions and Physical Demands:

- The ability to stand for extended periods of time; the ability to see details at close range (within a few feet of the observer); to lift, carry, and load up to 50 pounds.
- Must be able to bend, stoop, climb, and crouch repeatedly throughout the day.
- Long term standing, walking and kneeling required.
- Driving for many hours in a day.
- Must be capable of weighing and counting items and transferring those results into a computer database.
- Variable work environment: work is conducted both indoors and outdoors with varying environmental conditions. Indoor facilities are kept cold, so warm clothing is required. Noise level varies from quiet office environment to very noisy warehouse. Exhaust and dust may be present in the warehouse receiving area.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Equal Opportunity Employer

The Food Bank Coalition of San Luis Obispo County is an at-will, equal opportunity employer and does not unlawfully discriminate on the basis of race, creed, national origin, genetic information, disability,

sex, marital status, age, or any other protected status covered by federal or state law. This job description does not constitute an employment agreement and is subject to change.