



1428 Broad Street • Selma, AL 36701
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MEALS OF HOPE DRIVER/UTILITY

Location	Bosco Nutrition Center, 1107 Griffin Avenue, Selma	FLSA Classification	Hourly/Non Exempt
Compensation	\$15 - \$16/hour	Position Type	Full-time

Summary/Objective

The primary responsibility of this position is delivering meals on a daily basis to clients. This position also serves in a utility role when needed to provide facility cleaning, stocking of products, dishwashing and assistance with meal preparation.

Essential Functions

Driver

- Prepare meal bags and load truck with meals for delivery.
- Clean up preparation area and discard trash.
- Deliver meals to client on the route assigned.
- Complete meal delivery log and turn in for reporting.
- Follow best practices for safety while operating the vehicle.
- Promptly report all vehicle service issues to the Center director.

Utility

- Follow USDA regulations in keeping all areas clean and sanitized.
- Clean all bathrooms before, during and after service.
- Wash and clean all dishes, pots and pans during service. Clean and tidy area after service and before leaving shift and restock items for next shift.
- Clean and sanitize all tables in dining area with a sanitizer and keep table areas clean during service.
- Clean all tables, floors, bathrooms, and restock all cups, napkins, condiments, toilet paper and hand towels at the end of service time.
- Empty all garbage and place outside for trash pickup, and any other items deemed necessary by the supervisor.
- Bend, lift and work with items weighing thirty (30) pounds minimum.
- Handle hot and cold food items packaged in individual containers, load into ovens after being placed on racks.
- Physically handle commercial and noncommercial kitchen equipment upon training.
- Work with industrial cleaning products and follow correct MSDS procedures.

- Maintain and demonstrate a positive attitude, establish good working relations with fellow employees.
- Adhere to the organization's policies and procedures.
- All other duties necessary for the proper functioning of the Bosco Nutrition Center.

This job description outlines the general nature of the work to be performed by employees in this position.

The foregoing are not intended to be an all-inclusive list of responsibilities, duties and skills. This job description is subject to change as is necessary for business purposes.

Supervisory Responsibility

None.

Work Environment

Work is regularly performed in a kitchen and dining facility that exposes one to heat, odors, and noise.

Physical Demands

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.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms and lift heavy objects.

Position Type/Expected Hours of Work

Standard days of work are Monday through Sunday, per weekly schedule set by the Director.

Required Education and Experience

High school diploma or GED.

A valid driver license is required and must be able to be bonded by our insurance carrier.

Current ServSafe Certification is a plus. ServSafe training will be offered to the successful candidate after hiring to achieve certification.

Please submit your resume and cover letter to: hr@edmunditemissions.org