



**TRUCK DRIVER- CDL B  
Position Announcement**

**Internal and External Application Dates:  
October 2 -October 19**

*(Note: Resumes will be reviewed on a rolling basis until position is filled or deadline.)*

**Position Overview:**

The Foodbank of Southeastern Virginia is looking for a CDL B Truck Driver. This position requires physical labor, loading, unloading and delivering food. Truck Drivers will be using a Foodbank vehicle up to 55,000 lbs. Gross Vehicle Weight, delivering food products in Southside Virginia (Norfolk, Portsmouth, Chesapeake, Suffolk, Franklin and Virginia Beach) and other locations as assigned.

Truck Drivers will collect and deliver fresh, frozen and processed food products and materials in and out of the Foodbank and its partner agencies. Drivers will interact with our suppliers, clients and volunteers with professionalism and courtesy, treating all constituents with dignity and respect. Drivers are expected to serve as a positive representative of the Foodbank in helping achieve the organization's mission.

As directed by the Transportation Manager, Drivers provide food delivery to partner agencies and picks up food products from donors (grocery stores and food drives) for delivery back to the Foodbank. The person provides numerous services and labor for successful food distribution and storage as well as other necessary duties for warehouse operations. Drivers will monitor and check their own work, to meet quality standards; demonstrate a high level of care and thoroughness for completeness and accuracy.

The ideal candidate will present a positive image of self and the organization; have at least 2 years of delivery truck driving or related experience.

**Work Hours/Shift:** Monday-Friday; full-time, non-exempt; some weekend and evening work required

**Duties and Responsibilities:**

- Delivery of product to agencies of the Foodbank of Southeastern Virginia and other locations as assigned using Foodbank vehicle up to 55,000 lbs. Gross Vehicle Weight.



- Pick up of product from donors for delivery back to the Foodbank and assisting product donors with completion of their required paperwork.
- Assure delivery truck is in proper working order by completing checklist each day.
- Works with warehouse staff in the pulling of orders, when needed.
- Checks all orders for accuracy before leaving Foodbank premises.
- Helps unload delivery at each site.

**Essential Education:** High school diploma or general education degree (GED)

**Requirements:**

- Valid Virginia Commercial Driver's License [B Classification] with no negative points.
- Ability to operate a Pallet Jack and Lift Truck in a warehouse environment
- Minimum: 2 years' experience in related work

**Certificates, Licenses or Registrations:**

- Valid Virginia Commercial Driver's License [B Classification] with no negative points.
- Lift Truck certification training. (Recertification by Foodbank will be provided)
- Food Safety Training will be required after hire.

**Travel Requirements:** Local area routes, no overnight.

**Physical Demands:**

While performing duties of this job, the employee may be required to do the following when working in the office or warehouse environment:

- The employee must, at times, lift and/or move up to **50 pounds** when handling donations, documents and files in a mixed office and warehouse.
- Specific vision abilities required by this job include close vision while working with documents, computer screens, and filing.
- Distance vision (clear vision at 20 feet or more); peripheral vision, depth perception and ability to adjust focus when operating equipment.
- Use hands and fingers to handle, or feel and reach with hands and arms.



- The employee frequently is required to stand and or walk for extended periods of time.
- The employee must be able to climb or balance.
- The employee is occasionally required to stoop, kneel, crouch, or crawl.

**Compensation and Benefits :** A competitive salary with paid time off, matching retirement contributions, and employer-sponsored health benefits for individuals and their families are just a few of the incentives that make this an exciting opportunity.

**About Us:**

Since 1981, the Foodbank of Southeastern Virginia and the Eastern Shore, a member of Feeding America™ and the Federation of Virginia Food Banks, has been providing food for hungry people throughout Southeastern Virginia and on the Eastern Shore. In our mission to lead the effort to eliminate hunger in our community, the Foodbank has distributed over 331 million pounds of food equating to over 276 million meals throughout our 4,745 square mile service area, which includes the cities of Norfolk, Portsmouth, Chesapeake, Suffolk, Franklin and Virginia Beach as well as the counties of Southampton, Northampton, Sussex, Isle of Wight and Accomack. During the 2016-2017 fiscal years, the Foodbank distributed over 18 million pounds of food equating to approximately 15 million meals to the community.

*The Foodbank of Southeastern Virginia and the Eastern Shore is an Equal Opportunity Employer. The Foodbank encourages applications from qualified persons of every race, ethnicity, national origin, religion, sex, age, veteran status, sexual orientation, and disability.*

**How to apply: If this sounds like the opportunity for you to serve our community and help eliminate hunger, please send a cover letter, resume and 5-year salary history to [orfrecruiting@foodbankonline.org](mailto:orfrecruiting@foodbankonline.org).**