



Position Announcement
CDL Driver (ARPA Temporary)

Application Dates:

February 10, 2022 (open) Until Filled.

Resumes will be reviewed on rolling basis until position is filled.

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 support of our mission, which is “leading the effort to eliminate hunger in our community” - the Foodbank has distributed over 300 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. For up-to-date information on the Foodbank, visit www.foodbankonline.org, Facebook, or Twitter.

Job Description

To collect and deliver fresh, frozen, and processed food products and materials in and out of the Foodbank of Southeastern Virginia. To interact with our suppliers, clients and volunteers with professionalism and courtesy, treating all constituents with dignity and respect. To serve as a positive representative of the Foodbank in helping achieve the organization’s mission. CDL Driver will support the distribution and delivery of dry goods and chill and freezer products for Virginia Beach, Virginia. Under supervision of the Project Manager (ARPA), CDL Driver will assist in implementing department goals and objectives commensurate with the mission.

This is a temporary assignment through December 2024. Incumbent in Temporary CDL Driver position will be given priority for offer as a regular hire if position is converted to regular hire status and added to organizational structure for the Operations Department. Position will be evaluated after 18 months to determine feasibility of conversion and addition to headcount.

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

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

Work Experience: Minimum: 2 years’ experience in related work. Equivalent combination education and experience is acceptable providing they are comparable in type, scope and thoroughness of position’s education and experience requirements.

Requirements:

- Delivery of product to agencies of the Foodbank of Southeastern Virginia in Virginia Beach, Virginia 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.
- Commit to and understand the FSEVA's mission. This includes active participation in sharing the mission, vision and values of the organization, internally and externally, creating a culture of active philanthropy for and through all staff.
- Supervise volunteers during tasks/assignments and show/share responsibility for the overall Volunteer Experience at the Foodbank.
- Complete other tasks as assigned or requested by the direct supervisor, department head or Senior Management.

Certificates, Licenses or Registrations:

- Current CDL -B license, with no negative points.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals.
- Ability to complete routine reports.
- Ability to apply good sense understanding to carry out instructions furnished in written, oral or diagram form.
- Ability to solve practical problems and deal with situations involving several concrete variables in standardized situations and where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Forklift certification [will be acquired after hire].

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.

Travel Requirements: Service Area delivery and pick-up required.

Job Type: Full-time.

Pay: Minimum \$17.14 per hour.

The Foodbank of Southeastern Virginia and the Eastern Shore is committed to the full inclusion of all qualified individuals. If a reasonable accommodation is needed to complete the application process please contact the employer directly at orfrecruiting@foodbankonline.org.

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.