

## JOIN OUR TEAM OF ROCKSTARS AT THE CARVER CENTER

**BUSINESS TEAM Opportunity:** Food Service Delivery Driver (Mon-Fri. 9:30-4:30, \$12/hr)

**Position Overview:** Under supervision, the employee will maintain food service facilities and equipment in a neat, clean, safe and sanitary condition; will deliver food and supplies to the various schools/programs; and to do other related work as required in the Food Service Program.

### **Position Specific Duties/Responsibilities:**

- Pick up food and food items from Carver Center Kitchen to be delivered to other schools and programs.
- Observe safety while operating the Carver Center Vehicles.
- Return pots, pans and additional leftover food from schools to the Carver Center.
- Help with other duties such as putting away food from truck deliveries, etc.
- Employee must have the ability to work independently and communicate well with others.
- Be courteous in all dealings with parents, students, staff and employees.
- It is imperative that the person employed in this position display, at all times, acceptable professional and ethical standards. These expectations include: confidentiality, courtesy, cooperation, positive attitude, reliability, punctuality, accuracy, efficiency, timeliness in respect to deadlines, and respectfulness toward others. The employee shall represent the Carver Center in a positive way, both on duty and in connection with Carver Center activities, even though the employee may not be officially on duty.
- Inspect Carver Center vehicles prior to operating for proper fuel, oil, water and see that tires are inflated and that lights and brakes work properly.
- Report Carver Center vehicle driving and operating problems.
- Follow Carver Center vehicle sign-out and vehicle return procedure.
- Perform all other duties as may be assigned.
- Assist kitchen staff in food prep, stocking and/or inventory.
- Assist kitchen staff in clean up and serving meals as needed.
- Perform all other duties as may be assigned.
- Comply with nutrition and sanitation regulations and safety standards.

### **Position Qualifications:**

- High school graduate or equivalent
- Valid Driver's License
- Skill in working with people