



Home Delivery Driver - Class C

- **Are you interested in using your truck driving experience to make the difference in the lives of 300,000 Alameda County residents every month?**
- Are you customer-focused, an excellent driver, and someone who thrives in a fast-paced environment?
- Do you strongly believe that no one in Alameda County should go to bed hungry?

If you said, "Yes!" to any of these questions, then please consider joining the Alameda County Community Food Bank's mission of passionately pursuing a hunger-free community as a **Home Delivery Driver - Class C** !

Food Bank Home Delivery Drivers operate Class C sprinter vans in order to facilitate the safe pick-up and delivery of boxed goods to the homes of Alameda County residents (delivery is contact-less). A successful candidate will provide excellent customer service and be efficient and passionate about serving those most in need with care and empathy.

Alameda County Community Food Bank is a well-established and multi-faceted organization, which has been at the forefront of hunger relief efforts for 40 years. As one of the most efficient direct-impact organizations in the country, few nonprofits are as well-respected — or have a bigger impact on the community — as us. We are a dedicated group of mission-driven people who serve 1 in 5 county residents and will provide enough food for 58 million lbs this past year. But that barely scratches the surface of all our work. We're changing lives ... we're forward thinkers who encourage innovation ... we're proud of our work ... and we're having fun doing it!

With our new strategic plan, we are setting a bold trajectory for the long-term work required to dismantle the systems that perpetuate poverty, including racism. Our staff regularly engage in conversations about race, class, power, and privilege as part of our organizational commitment to equity, diversity and inclusion. Please learn more about our efforts at www.accfb.org.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Be an ambassador of the Food Bank, representing the organization while making pickups and deliveries.
- Drive Class C sprinter vans to pick up and deliver goods.
- Responsible for safely loading and unloading delivery vehicles, as well as other physical tasks, including – but not limited to – lifting boxes, moving pallets, etc.
- Verify cargo amounts and complete bills of lading.
- Ensure food safety standards and protocols are followed.
- Notify supervisor of any unforeseen delays in making pick-ups or deliveries; including reporting if a delay will extend the return time beyond the warehouse close time.
- Maintain good relations with clients by being cooperative and respectful at all times. Report any difficulties with pick-ups or deliveries.
- Ensure vehicles contain necessary documentation such as: Vehicle Registration, Proof of Insurance, Accident Report Form, and any required Emergency Equipment (reflectors, fire extinguishers, etc.)
- Conduct daily inspection of vehicles to ensure compliance with CHP requirements and preventive maintenance program. Inspection forms must be submitted daily to the reporting supervisor.
- Protect Food Bank assets, including taking steps to avoid damage to vehicles, food, or other property; and report any damages incurred in a timely manner.
- Report all accidents immediately and gather the necessary information required by the Accident Report Form.
- Support home delivery program coordination when not driving.
- Maintain vehicle cleanliness.
- All other duties as assigned.

- **Serve as a key contributor to continuous improvement, enhancing the delivery experience for clients, and maintaining strong ownership in attendance and time tracking.**

KNOWLEDGE, SKILLS AND ABILITIES

Required Competencies

- Must have valid California Class C License and an insurable driving record. Commercial license not required.
- Previous map reading experience, comfort with GPS and routing systems, and familiarity with the Bay Area.
- Must have excellent customer service skills.
- Ability to communicate effectively and professionally with clients and Food Bank staff.
- Ability to pass background check and drug screen.
- **Demonstrated ownership of attendance and time management**

Preferred Qualifications

- Fluent in Spanish.
- Previous experience as a delivery driver.
- Prior experience with material handling equipment (eg. pallet jacks).
- Knowledge of food safety standards.

PERSONAL ATTRIBUTES AND VALUES

- Interest in and commitment to the Food Bank's vision, mission and values of community, leadership, transparency, innovation and diversity.
- Impeccable integrity and honesty.
- Strong work ethic with an orientation toward constant innovation and process improvement.
- Ability to speak to and work with people of diverse economic and cultural backgrounds in a compassionate and respectful manner.
- Service orientation; ability to work both independently and in a collaborative setting.

PHYSICAL REQUIREMENTS

This position requires being exposed to changing weather conditions. The following physical abilities are necessary to do this job: Ability to sit for long periods of time, bend, stoop, squat, climb, step up in and out of vehicle. Ability to walk and stand. Ability to lift, carry, push, pull items weighing up to 70 lbs. on a regular basis. Basic math and counting abilities. Basic English communication skills, including reading, writing and speaking.

COMPENSATION AND BENEFITS

This is a full-time, non-exempt position working Monday through Friday, 6:30 a.m. to 2:30 p.m. (7.5-hour workday, 1-hour unpaid lunch). Occasional weekend and evening work may be needed. The non-negotiable starting salary is \$24.42 per hour (approx. \$47,619.00 per year). We offer an outstanding benefit package, including:

- Medical: ACCFB pays 100% for employees and 93% for dependents for our Kaiser HMO. Buy-up options to Blue Shield PPO plans are available.
- Dental: 100% employer-paid for employees and their dependents.
- Vision: Paid by employees.
- Paid time off starting at: 10 vacation days, 12 sick days, 12 holidays, and four paid early closures annually.
- Pre-tax Flexible Spending and Commuter Accounts.
- Employer-paid life, AD&D & LTD insurance, as well as buy-up options for increased coverage.
- 403(b) plan available on the first day with 5% employer match after one year. Fully vested at three years.
- Employee Assistance Program for employees and dependents.
- Free ongoing 1:1 financial coaching and access to an interest, service fee and credit requirement-free short-term loan program after six-months on staff.

If you meet these qualifications and want to join our mission, please send your *resume*, and answer the application questions through our Careers page located at accfb.org/careers.

Alameda County Community Food Bank honors our differences and is committed to creating a workplace that celebrates and reflects the diversity of our community. Applicants who contribute to this diversity are strongly encouraged to apply. ACCFB provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, ACCFB complies with applicable state and local laws governing nondiscrimination in employment in every location in which the ACCFB has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

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