

JOB DESCRIPTION

Classification: Route Driver
Range: A-37 to A-47
Reports to: Senior Center Site Manager/Director

Job Summary:

Drivers are responsible for preparing food delivery trucks daily. This includes but is not limited to putting gas in the vehicle, cleaning the vehicle inside and out, loading daily menu items for delivery, and maintaining temperature logs. Drivers will also complete a "well check" on consumers and report any concerns or issues to the Site Manager/Director.

Drivers will also help in the Senior Center. This may include putting grocery deliveries away, assisting in the kitchen, cleanup in the dining room, and taking inventory on supplies and groceries. They will also assist in handling center facility issues as they arise.

Experience:

One (1) year experience in comparable line of duty preferred.

Education-Minimum and Requirements:

High School Diploma or GED
Valid driver's license

Job Description:

Performs daily task of preparing food delivery trucks. Will deliver meals to homebound consumers in the Socorro County area. Will check in on consumers for their well-being. Drivers are also responsible for assisting within the Senior Center once deliveries are completed. This will include cleanup of the Senior Center, completing inventory logs, and assisting with preparation of meals in the kitchen.

Working Conditions:

This job requires a minimum of 25 hours per week. Hours of duty will be Monday-Friday 8:00 a.m. to 1:00 p.m. Drivers will be entering and exiting their vehicle numerous times during their route. There will be lifting involved with this job. Inclement weather is a possibility as well.

Date Approved: 5-7-2023

Mayor: _____

Attest: Leopoldo Perez