

Job Posting

July 6, 2018

POSITION

Deliverer (Meals on Wheels Program)

EMPLOYMENT TYPE

Part-time, 24 hours/week; unionized (Local 338, RWDSU/UFCW)

SALARY

\$11/hour

REPORTS TO

Program Director and/or Meals on Wheels Manager

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the general supervision of the Program Director or the Meals on Wheels Manager, the successful candidate will assist the driver and cook in packing and delivery of the homebound meals. The deliverer will deliver packed food to homebound clients and food satellites, and will deliver holiday or emergency food to homebound clients. The deliverer will record meal delivery and collect and record client contribution on route sheets, and will notify coordinator of any changes in client status or inability to delivery. The deliverer will move unpacked and stored food and supplies as required, deliver supplies and paper goods to other agency programs and subcontractors, and deliver program materials and information to homebound clients. The deliverer may also perform other duties as required by the supervisor of the site.

COMPETENCIES

- Ability to work independently
- Ability to walk long distances and climb stairs
- Ability to read, write, and speak English
- Some knowledge of the area and/or the ability to read maps and follow directions
- Some knowledge of and a genuine concern for the physical, mental, and emotional needs of older persons

EDUCATION EXPERIENCE

Driver's license preferred but not essential

APPLICATION DEADLINE

Ongoing

SUBMIT RESUME TO

Cristina Garcia
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