

**Rethink Food NYC Inc.****Temporary Food Distribution Associate Job Description**

Department: Trucking

Direct Report: Trucking Operations Supervisor

Classification: Temporary/Seasonal

Hours: As scheduled by supervisor

Wage: \$15 per hour

Job Responsibilities:

- Safely transport food from donor to kitchen and from kitchen to delivery site, filling out all required paperwork needed to document these processes, following the standard operating procedures
- Ensure all food contact equipment used is clean, dry and organized before starting on route
- Return food donor equipment on truck routes, ensuring it is clean and dry
- Pick up Rethink equipment from delivery sites and deliver back to the Rethink kitchen
- Store food in the walk in refrigerator in accordance with regulatory agencies' storage guidelines
- Complete the pre and post route checklist every route
- Follow all traffic regulations
- Clean trucks once a week
- Notify Trucking Operations Supervisor of any equipment breakage
- Ensure trucks always have gas in them

Job Requirements:

- NY State Drivers License
- ServSafe certification, or obtain within the first 30 days of employment
- Clean driving record
- Professional, reliable, enthusiastic
- Must be able to lift 50 lbs. safely
- Minimum 1 year commercial driving experience
- Have a good attitude and willing to take instructions and work well with others
- Have a passion for Rethink's mission
- Drive with caution and care
- Self motivated individual who takes initiative, and is always looking to grow and learn
- Ability to embrace an environment that is rapidly growing and changing to adapt to new business demands



What You Bring to the Table:

- Commitment to embodying our **Family Values** of:
 1. **Integrity:** Doing the right thing and using sound judgement even when no one is looking
 2. **Excellence:** Doing what needs to be done, as well as it can possibly be done
 3. **Kindness:** Kindness: Constantly practicing being kind to staff, donors, partners and those that surround you in your everyday life.
 4. **Entrepreneurial Spirit:** Seeing opportunities others haven't and creating opportunities others wish they had thought of first

Rethink Food is proud to be an Equal Opportunity Employer. We do not discriminate on the basis of race, color, creed, religion, gender (including gender identity or expression), pregnancy, childbirth or related medical conditions, sexual orientation, marital status, domestic violence, sexual violence or stalking victim status, ancestry, national origin, alienage or citizenship, age, disability, military or veteran status, genetic information or predisposing genetic characteristic, or other protected status.

Note

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

The company is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.