



Food Recovery Driver, Sonoma - ExtraFood

Organization

ExtraFood's mission is to help end hunger and wasted food in the Bay Area. Through our point-to-point food recovery program, our staff drivers and Food Runner volunteers pick-up excess fresh food from Bay Area businesses, schools, hospitals, farmers markets, and immediately deliver it to our food distribution partners – such as senior housing centers, homeless shelters, transitional housing sites, and after-school programs – serving the Bay Area's most vulnerable children, seniors and families.

Position Summary

This position is responsible for using ExtraFood's refrigerated truck/van (no special driver's license needed) to pick up and deliver rescued food. You pick up extra food from local businesses and deliver it to our non-profit partners that work with food insecure populations. You will be an ambassador for ExtraFood, cultivating and sustaining our relationships with key employees at food donor and recipient partner organizations, and delivering high-quality, nutritious food for people in need. This is a 32+ hour/week, non-exempt (eligible for overtime) position.

Primary route is in Sonoma Valley and surrounding communities but may be asked to periodically work throughout Sonoma, Marin and San Francisco counties

Responsibilities

- Based on daily route schedule, complete specified food rescues: pick up food donations from businesses and deliver to recipient partners. Complete spontaneous food trips as needed throughout the day
- Plan daily route to ensure arrival at food donors and recipients within specified time windows
- Follow all food-safety guidelines in handling food
- Weigh donations and report weights online daily
- Escalate any issues or feedback to Operations Manager as necessary
- Interact professionally with staff and volunteers at food donor and recipient organizations. Act as an ambassador for ExtraFood, communicating information about shared successes and addressing any issues that arise
- Keep vehicle clean, sanitized and maintained according to ExtraFood protocol
- Complete online food safety certification (at ExtraFood's expense), if not already certified, and keep certification up-to-date
- Primary route is in Sonoma Valley and surrounding communities but may be asked to periodically work throughout Sonoma, Marin and San Francisco counties



Qualifications

Required skills/experience include:

- Passionate about our mission
- Outstanding driving skills with at least one year professional driving experience
- Excellent interpersonal and customer service skills; professional manner
- Excellent driving record as indicated by DMV report
- Available at 8:00 am Monday-Friday, weekend availability a plus but not required
- Able to lift and maneuver up to 50 lbs. safely up to 8 hours per day
- Highly organized; demonstrated on-time performance with tracking/reporting data
- Valid California driver's license (no special license needed)
- Have a working cell phone with internet access (\$20 monthly stipend provided)
- Willing to submit to background check
- At least 21 years of age
- Communicate effectively in English
- 2 professional references

Compensation and Benefits

- Hourly rate of \$26. 32+ hours/week
- Health insurance plan
- 401(k) plan
- Vacation
- Sick leave
- The feeling of making a big difference in our community each day

Email cover letter summarizing interest in position and experience, plus resumé

OR fill out the attached job application and email to:

Monica Ravizza, Director of Programs, Hiring@Extrafood.org



Conductor/a de Recuperación de Alimentos, Sonoma - ExtraFood

Organización

La misión de ExtraFood es ayudar a poner fin al hambre y al desperdicio de alimentos en el Área de la Bahía. A través de nuestro programa de recuperación de alimentos punto a punto, nuestros conductores y voluntarios recogen alimentos frescos excedentes de negocios, escuelas, hospitales, mercados de agricultores, y los entregan inmediatamente a nuestros socios distribuidores de alimentos, como centros de vivienda para ancianos, refugios para personas sin hogar, sitios de vivienda transitoria y programas después de la escuela, sirviendo a los niños, ancianos y familias más vulnerables del Área de la Bahía.

Resumen del puesto

Este puesto es responsable de utilizar el camión/furgoneta refrigerada de ExtraFood (no se requiere licencia especial de conducir) para recoger y entregar alimentos rescatados. Recogerás alimentos adicionales de negocios locales (supermercados, catering, escuelas, etc.) y los entregarás a nuestros socios sin fines de lucro que trabajan con poblaciones con inseguridad alimentaria (despensas de alimentos, refugios, programas después de la escuela, viviendas para ancianos y de bajos ingresos, centros de recuperación, etc.). Serás un embajador de ExtraFood, cultivando y manteniendo nuestras relaciones con los empleados clave de las organizaciones donantes y receptoras de alimentos, y entregando alimentos nutritivos de alta calidad a personas necesitadas. Este es un puesto de más de 32 horas por semana, no exento (elegible para horas extras).

Responsabilidades

Según el horario diario de la ruta, completar rescates específicos de alimentos: recoger donaciones de alimentos de negocios y entregar a socios receptores. Realizar viajes de alimentos espontáneos según sea necesario a lo largo del día. Planificar la ruta diaria para garantizar la llegada a los donantes y receptores de alimentos dentro de las ventanas de tiempo especificadas. Seguir todas las pautas de seguridad alimentaria en el manejo de alimentos. Pesar las donaciones y reportar los pesos en línea diariamente. Escalar cualquier problema o comentario al Gerente de Operaciones según sea necesario. Interactuar de manera profesional con el personal y los voluntarios de las organizaciones donantes y receptoras de alimentos. Actuar como embajador de ExtraFood, comunicando información sobre éxitos compartidos y abordando cualquier problema que surja. Mantener el vehículo limpio, desinfectado y mantenido según el protocolo de ExtraFood. Completar la certificación en línea de seguridad alimentaria (a expensas de ExtraFood), si aún no está certificado, y mantener la certificación actualizada. La ruta principal es en el Valle de Sonoma y las comunidades circundantes, pero se puede solicitar que trabaje periódicamente en los condados de Sonoma, Marin y San Francisco.



Calificaciones Las habilidades/experiencia requeridas incluyen:

- Apasionado/a por nuestra misión.
- Excelentes habilidades de conducción con al menos un año de experiencia profesional en conducción.
- Excelentes habilidades interpersonales y de servicio al cliente; manera profesional.
- Excelente historial de conducción según el informe del DMV.
- Disponible a las 8:00 am de lunes a viernes, con disponibilidad los fines de semana es una ventaja pero no es obligatorio.
- Capaz de levantar y maniobrar hasta 50 libras de manera segura hasta 8 horas al día.
- Altamente organizado/a; demostrado desempeño puntual con seguimiento/reportaje de datos.
- Licencia de conducir válida de California (no se necesita licencia especial).
- Tener un teléfono celular con acceso a internet (se proporciona una asignación mensual de \$20).
- Dispuesto/a a someterse a una verificación de antecedentes.
- Tener al menos 21 años de edad.
- Comunicarse eficazmente en inglés.
- 2 referencias profesionales.

Compensación y beneficios

- Tarifa por hora de \$26, más de 32 horas por semana.
- Plan de seguro médico.
- Plan 401(k).
- Vacaciones. Licencia por enfermedad.
- La satisfacción de hacer una gran diferencia en nuestra comunidad cada día.

Carta de presentación por correo electrónico que resuma el interés en el puesto y la experiencia, además del currículum, O bien completar la solicitud de empleo adjunta y enviar por correo electrónico a: Monica Ravizza, Directora de Programas, Hiring@Extrafood.org



ExtraFood Employment Application

Position(s) applied for		Date of application	
Print full name			
Street address		City	State
Main phone number	Alt. phone number	Email	

Employment Experience

Please list the names of your present or previous employers in chronological order with present or most recent employer listed first. Be sure to account for all periods of time. If self-employed, give firm name and supply business references. Add an additional page if necessary.

Name of employer	Supervisor	May we contact?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
Street address		
Phone number	Dates employed (month/year)	
	From	To
Job title and duties	Reason for leaving	

Name of employer	Supervisor	May we contact?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
Street Address		
Phone Number	Dates employed (month/year)	
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Job title and duties	Reason for leaving	

Name of employer	Supervisor	May we contact?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
Street Address		
Phone Number	Dates employed (month/year)	
	From	To
Job title and duties	Reason for leaving	

Have you ever been involuntarily terminated or asked to resign from any job? Yes No

If yes, please explain.

Please list any other experience, job-related skills, additional languages, or other qualifications that you believe should be considered in evaluating your qualifications for employment.

Education

Please describe your educational background in the table provided below.

	School name	Diploma/ degree (Yes/No)	Area of study/ major	Specialized training, skills, or extracurricular activities
High school				
College/ university				
Graduate/ professional school				
Trade school				
Other				

Business and Professional References

Please list three professional references of individuals who are *not* related to you.

Name and title	Relationship	Phone number or email

Personal References

Please list three people who know you well.

Name and title	Relationship and years acquainted	Phone number or email

General Information

1. Have you ever used another name? Yes No
2. Is any additional information relative to name changes, use of an assumed name, or nickname necessary to enable a check on your work and educational record? Yes No

If yes to either of the above, please explain:

3. Have you ever worked for ExtraFood or Food Runners before? Yes No
If yes, please provide dates and position:
4. Do you have friends and/or relatives working for this company? Yes No
If yes, name(s) and relationship(s):

5. On what date are you available to begin work? _____

6. Days/hours available to work:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

7. Are you available to work? Full time Part time Shift work Temporary

8. If hired, would you have a reliable means of transportation to and from work? Yes No

9. Are you at least 18 years old? Yes No

Note: If under 18, hire is subject to verification that you are of minimum legal age.

10. If hired, can you present evidence of your identity and legal right to work in this country?

Yes No

11. Are you able to perform the essential job functions of the job for which you are applying with or without reasonable accommodation? Yes No

Note: We comply with the Americans with Disabilities Act and consider reasonable accommodation measures that may be necessary for qualified applicants/employees to perform essential job functions.

All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, medical condition, military/veteran status, genetic information, marital status, ethnicity, citizenship or immigration status, or any other protected classification, in accordance with applicable federal, state, and local laws. By completing this application, you are seeking to join a team of hardworking professionals dedicated to consistently delivering outstanding service to our customers and contributing to the financial success of the organization, its clients, and its employees. Equal access to programs, services, and employment is available to all qualified persons. Those applicants requiring an accommodation to complete the application and/or interview process should contact a management representative.

Applicant Statement and Agreement

Please read and initial each paragraph below. If there is anything that you do not understand, please ask.

_____ In the event of my employment with the company, I understand that I am required to comply with all rules and regulations of the company.

_____ If hired, I understand and agree that my employment with the company is at will and that neither I nor the company is required to continue the employment relationship for any specific term. I further understand that the company or I may terminate the employment relationship at any time, with or without cause, and with or without notice. I understand that the at-will status of my employment cannot be amended, modified, or altered in any way by any oral modifications.

_____ I understand that the safety of employees is extremely important to the company and that the company is committed to ensuring a safe working environment. I understand that I, and every employee, have a responsibility to prevent accidents and injuries by observing all safety procedures and guidelines. I understand and agree to comply with federal, state, and local regulations related to on-the-job safety and health.

_____ I hereby certify that the answers given by me are true and correct to the best of my knowledge. I further certify that I have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I understand that if I am selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration law requires me to complete an I-9 Form in this regard.

My signature attests to the fact that I have read, understand, and agree to all of the above terms.

Signature: _____

Name (print): _____

Date: _____