

# JOB POSTING



## Part-time AZ Driver

Daily Bread Food Bank is one of Toronto's most recognized non-profit, charitable organizations and is dedicated to ending poverty and hunger in our communities. Daily Bread solicits and distributes millions of pounds of food to individuals and families in immediate need of assistance through a network of over 130 member agencies. For more information, visit [www.dailybread.ca](http://www.dailybread.ca)

<b>Job Title:</b>	AZ Driver
<b>Reporting to:</b>	Transportation Manager
<b>Location:</b>	191 New Toronto Street, Toronto, ON, M8V 2E7
<b>Terms:</b>	\$29.81 per hour / 21 hours a week

### The Position

As one of Canada's largest food banks and with the help of our team of dedicated drivers, Daily Bread distributes millions of pounds of food to assist those in need.

This position requires a motivated, professional, energetic person who shares our high standards for customer service and a common desire to create and sustain a healthy, safe and friendly work environment. They will have an understanding and compassion surrounding the issues and challenges faced by those without adequate food and living in poverty with the desire to help make a difference.

Our drivers are the public face of Daily Bread and are trusted to handle agency deliveries and donor pick-ups with the utmost care and respect. They are responsible for engaging with our member agencies, our donors, their co-workers and the general public in a friendly and professional manner. They will drive a company vehicle to transport both perishable and non-perishable food items to and from Daily Bread; load and unload through a variety of mechanisms; use wireless POD technology; prepare paperwork and perform daily vehicle safety checks to ensure on road safety.

### Responsibilities

Meets agency, donor and Daily Bread customer service standards while delivering orders and picking donations in a safe, courteous and professional manner. Promotes and maintains good customer relations.

- Takes an active role in communicating customer feedback to Daily Bread management team including customer complaints, requests, returns, performance and potential opportunities
- Proper and safe loading and unloading of the vehicle including weight restrictions and lifting devices
- Ensure that all stops are recorded using handheld smartphones with paperwork being completed in full and handed in at the end of every shift

- Perform daily vehicle circle check safety inspections, documenting and reporting according to company and government regulations
- Ensure his / her drivers' license is up to date at all times, will report any and all infractions, tickets and accidents received both on and off duty that will affect his/her driving record
- Enthusiastically participate in on and off-site special events
- Performs Warehouse Support responsibilities when not engaged in primary responsibilities
- Other duties and responsibilities as assigned by the Transportation Manager

### **Education/Experience (or equivalent)**

- Valid AZ driver license with experience and a clean abstract
- High school diploma or equivalent experience
- Familiar with the GTA and surrounding area to ensure efficient and timely delivery and pick-up of product
- Experience with RoadNet or other computerized fleet management tool is preferred
- Previous warehouse experience and forklift certification is an asset

### **Key Competencies**

- Friendly, professional and customer focused
- Must be self-motivated with strong conflict resolution and decision making skills
- Strong ability to work independently or as part of a team
- Organized, strong work ethic and excellent time management skills
- Must enjoy driving and be safety minded
- Ability to lift 50 to 75lbs
- Must demonstrate safe and efficient driving skills
- Willingness to work within a flexible schedule, including evenings, weekends and occasionally holidays
- Excellent English language skills, both verbal and written with second language an asset

### **How to Apply**

**To be considered, forward a covering letter stating why you are suitable for the role along with your résumé by **December 21<sup>st</sup>, 2019** to:**

Human Resources  
Daily Bread Food Bank  
191 New Toronto Street  
Toronto, ON, M8V 2E7

email: [hr@dailybread.ca](mailto:hr@dailybread.ca)  
fax: 416-203-0045

*Daily Bread Food Bank is an equal opportunity employer and encourages applications from members of designated groups.*

*Persons with disabilities who need accommodation in the application process, or those needing job postings in another format, please e-mail a request to [hr@dailybread.ca](mailto:hr@dailybread.ca) or call human resources at 416-203-0050, ext. 228.*

*Daily Bread Food Bank thanks all individuals who apply for this position and **will only contact** candidates who are selected for an interview.*