

**GRANITE SCHOOL DISTRICT
Classified Employee Job Description**

Title Truck Driver, School Foods

Supervisor's Title _____

Date Prepared 10/95 **Date Reviewed** 3/99 **Date Reviewed** _____

Employee/Incumbent Review **Immediate Supervisor Review** **GCEA Review**

Dept Aprvl _____ **HRM Aprvl** _____ **Superintendent Aprvl** _____

Location _____ **Lane** _____

Implementation Date _____ **ADA Review** _____

Job Summary

On a strict time schedule, the Central Kitchen Truck Driver loads, transports and delivers food to various schools in the hot lunch program. Takes paperwork (timesheets, application) to and from schools.

Essential Functions

Operates, maintains and cleans truck (oil, gas, tires, batteries, etc.). Transports food, supplies, milk, various paperwork and other items to and from schools or other specified destinations and keeps records of deliveries and returns. Loads and unloads trucks (includes filling food containers, etc.). Works in Central Kitchen in summer including operation of some machinery.

Non-Essential Functions

Occasional other duties as assigned (within skill level).

Required Knowledge, Skill and Ability

Must be able to read well and perform basic arithmetic computations. Must be skilled at driving a truck and familiar with the local area as assignments are varied and must exercise extreme caution on or around school grounds. Must be skilled in loading trucks to facilitate quick unloading at school enroute. Operates a forklift and pallet jack. Must maintain driving record free of accidents.

Minimum Entrance Requirements for Training

Must have high school diploma or equivalent. Must possess current CDL driver designation (must be renewed every five years). Failure to comply with CDL requirements may result in sanctions against employees and District. Must carry Medical Card (must be renewed every two years). Needs to be able to pass district forklift certification. Must possess ServeSafe certification and successfully pass an annual physical examination (including drug and alcohol testing). Subject to random drug testing.

Minimum Entrance Requirements for Prior

Must have six months prior job-related work experience with demonstrated competence.

Decision Making Authority

Responsible for the efficient delivery of foods, ensuring cleanliness and safety. Responsible for the safe handling and maintenance of assigned truck. Accountable for safety of school children in and around delivery area. Some public relations responsibility where contact is made with general public.

Interaction with Others (Non-Supervisory)

Works with central kitchen staff, serving kitchen staff, and maintenance personnel.

Supervision

Teaches job duties and assigns work to one helper. Reports quality of helper's work to supervisor.

Working Environment

Work is performed both indoors (slippery floors, uneven surfaces) and outdoors (about equal portions). Frequent temperature changes and some hazards due to traffic, ice, snow and use of power tail gate. Handles some chemicals that are potentially hazardous, and works occasionally at moderate heights. Considerable pressure to meet food preparation deadlines. This pressure intensifies when problems occur and schedules break down.

Physical Demand Characteristics

Job requires lifting and moving items generally under 100 pounds but can be up to 130 pounds.