

Shoreline Soup Kitchens & Pantries Job Description: Driver

Supervisor: Pantry Managers & Director of Programming

Hours Worked: varies

Classification: non-exempt/hourly

General Function: To assure the transportation of food and movement of other items as directed to support SSKP programs.

Job Description:

Food Transportation

- Provide weekly pick and delivery of Food Bank product
- Provide weekly pick-up and delivery of other food as directed
- Provide transportation of other items to support SSKP programs as directed

Vendor, Pantry, and Meal Site Relations

- Maintain a solid, harmonious, and respectful relationship with SSKP host sites and food vendors at all times.

Vehicle Maintenance

- Maintain SSKP vehicle in working order
- Assure that needs of vehicle are known to Executive Director

Client Service

- Assure that all clients are treated with respect and dignity in all interactions with pantry staff and volunteers

Donor Appreciation

- Demonstrate appreciation towards all donors

Public Relations

- Foster awareness of The Shoreline Soup Kitchens & Pantries in local community

Qualifications:

- Must have ability to be an effective team member
- Must be flexible and a solid problem solver
- Sensitivity to the diversity of faith communities served by the SSKP and passionate about SSKP mission and culture
- Sensitivity to the needs of clients served by the SSKP
- Must be mature, responsible and able to work autonomously
- Must be able to prioritize assigned tasks
- Must have effective oral and written communications skills
- Must have excellent organizational skills
- Must be able to lift 40-50lbs
- Must be able to lift repetitively
- Must have valid driver's license and be insurable by SSKP carrier
- Must have passed the driver medical certification
- Must demonstrate ability to drive SSKP Vehicles/trucks

Benefits include:

- Pay range \$21-\$23 per hour
- PTO: All hourly and per diem employees will accrue paid sick leave at a rate of one hour for every 30 hours worked, up to a maximum of 40 hours per calendar year. Hourly and per diem employees are entitled to carry over up to 40 unused accrued hours of paid sick leave from one year to the next. This time will not be paid upon termination of employment.

October 1, 2026