



Quality Assurance Mission Statement: Through a Total Quality Concept, provide everyone who works, visits or participates in our facilities, parks and programs with a safe, enjoyable and fulfilling experience.

HOME DELIVERY DRIVER

HOURLY PART TIME

To establish a pool of available employees and volunteers, applications are currently being accepted for Home Meal Delivery Drivers for assignment in the District's Senior Services Division. The Home Delivery Driver delivers lunch meals to seniors and disabled individuals who are homebound and cannot come to the lunch program at the nutrition sites.

DEADLINE FOR APPLYING: Open until filled

If interested, please submit the following to the Personnel Office located at the District's Administrative Center, 405 Galaxy Ave, Bakersfield, Ca. 93308: **District Employment Application (resume not accepted in lieu of application) and DMV print out** (current employees must submit if not an NOR authorized driver). Current employees can submit an Employee Job Interest form. Contact the Personnel Office at 392-2000 for more information, the Employment Application or the Employee Interest Form. These can be downloaded from the district's website at www.norfun.org in the Employment Section.

BASIC FUNCTION: Delivers meals to participants of the program in the Oildale, Rosedale, and Central areas of Bakersfield and assists with program related activities when needed.

SALARY, HOURS, & LOCATION: Employee - \$8.00 per hour, M-F, 10:00am to 12:00pm, year round.

Volunteer assignments will be scheduled based on program needs and individual's availability.

QUALIFICATIONS: Previous delivery and food service experience desirable. Must be able to operate an automobile and provide own transportation (mileage will be reimbursed); read a map to find delivery locations; and work well with the public.

CONDITIONS OF EMPLOYMENT WITH THE DISTRICT: A job offer will be contingent upon passing the following: fingerprinting; post-offer drug screen; a valid CA driver's license; a DMV print out; unexpired auto insurance if driving own vehicle to deliver meals; and submit verification of identity and citizenship or legal right to work in the United States.

CONDITIONS OF VOLUNTEER SERVICE WITH THE DISTRICT: Volunteer service will be contingent upon passing the following: fingerprinting; a valid CA driver's license; and unexpired auto insurance for driving own vehicle to deliver meals.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: Commuting by automobile from site to site, walking from automobile to client homes regularly each shift and lifting up to 25 pounds; may be required to lift from 25 to 40 pounds one time per work shift. The qualification requirements listed above represent the knowledge, skill, and/or ability required to perform the essential functions of the job. Physical demands and work environment characteristics represent those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

DISTRICT EXPECTATIONS & QUALITY ASSURANCE: adheres to district policy and procedures; consistently reports to work on time prepared to perform job duties; accomplishes all tasks and projects as appropriate; communicates regularly with supervisor about department issues; provides outstanding customer service; maintains respectful attitude; interacts with customers and co-workers in a positive and courteous manner; responsible for the efficient and effective delivery of services.

DUTIES AND RESPONSIBILITIES: The following typical tasks and responsibilities are representative of the position's essential duties - assists with packing of home delivery meals; checks the temperature of foods while on delivery route; delivers meals as assigned using either a personal vehicle, mileage reimbursed at the current IRS rate, or a district vehicle; assists with home delivery paperwork; and attends staff meetings and other training sessions recommended by the supervisor; Must maintain the required safety training designated for this position: CPR and First Aid and Defensive Driver's Education training; performs related duties as assigned.

AN EQUAL OPPORTUNITY EMPLOYER