

## CDL B Driver/Warehouse Team Member

Classification: Full-time, Non-exempt  
Department: Operations  
Reports to: Warehouse Supervisor  
Compensation: Starting pay is \$18.00/hour with an opportunity to earn up to \$23/hour after 6 months.

*Tri-State Food Bank offers a superior benefits package which includes health/dental/vision insurance, life insurance, \$2,000 per year IRA contribution, 13 paid holidays, and PTO. Tri-State Food Bank pays 90% of employee's individual health insurance premium.*

### SUMMARY

The primary focus of this job is to ensure proper pick up and distribution of food bank products and USDA commodities on daily runs to counties served by Tri-State Food Bank (TSFB) in a 3-state area. This job also includes a variety of warehouse assignments and local deliveries/pickups.

### DUTIES AND RESPONSIBILITIES

- Load and unload box trucks with liftgates utilizing electric pallet jacks.
- Pick-up and deliver product to agencies and through mobile food distributions.
- Perform truck inspections to ensure DOT requirements are fulfilled and report issues.
- Fill member agency orders correctly and stack pallets properly for delivery.
- Sort food and become proficient in quality assurance salvage guidelines.
- Keep warehouses, grounds and vehicles clean and neat per Master Cleaning Schedule.
- Operate forklifts, electric pallet jacks, hand jacks, and other warehouse equipment.
- Assist Warehouse Supervisor in organization of warehouses.
- Assist in unloading delivery trucks, utilizing proper receiving procedures.
- Assist in opening and closing warehouses.
- Train newly hired drivers.
- Assist in supervision of volunteers.
- Other relevant duties as assigned.

### SKILLS AND EDUCATIONAL REQUIREMENTS

- High school diploma or GED.
- Must have valid Class B CDL license.
- Skilled at loading/unloading box trucks with liftgates utilizing electric pallet jacks.
- Be able to lift 40 to 50 pounds.
- Be of good character, good work ethic, and a self-starter.
- Ability to receive and execute directions from the management staff.
- Ability to work well with staff and a variety of volunteers.
- Must be bondable as well as insurable by Tri-State Food Bank's insurance company.
- Must receive forklift certification within 3 months from date of employment.
- Must be willing to undergo drug screening.

To apply: Complete TSFB employment application (available for download at [www.tristatefoodbank.org](http://www.tristatefoodbank.org)) and submit to Steve Granderson, Warehouse Supervisor, 2504 Lynch Road, Evansville, IN 47711.