

FROZEN MEAL DELIVERY

INTRODUCTION

This position is responsible for assisting in the WEEKLY delivery of the Frozen Meals and is under the direct supervision of the Program Director.

DUTIES

1. Responsible for the EFFICIENT delivery of Frozen Meals/shelf-stable meals, with the cooperation of the Program Director and Case Managers.
2. Participate in trainings as requested by the ADVANTAGE Program, or Program Director.
3. Assist the project staff in submitting monthly roasters, calendar sheets, and milk tickets in a TIMELY manner (Due on the last day of the month) and Red River Route sheets daily
4. Make TIMELY DELIVERIES of the Advantage Meals to consumers.
5. Cooperate with project staff, consumers, and case managers in any reasonable request that will enhance the performance of the Advantage Meal Program.
6. Must help with stocking freezers and unloading of all Frozen Meal Trucks.

QUALIFICATIONS

Must be able to read and understand driving directions, maps, Harmony Client sheets.

Must be clean and neat in body and clothing. (Must wear closed toe shoes and no holes in jeans or shirts)

Demonstrate an interest with project staff, case managers and consumers in order to provide quality and professional service.

Physically able to stand, lift, and carry food and food-related items (up to 30 lbs.).

Must have a current driver's license.