



Position Details

Job Title: Donation Driver

Reports to: Thrift Store Director

Status: Full Time, non exempt

Pay Rate: \$15.50 per hour

Job Description:

The Driver position transports donated goods. The driver is more than just a driver, but rather a representative of the Mission, often making a first impression of the organization to donors. This position requires the loading and unloading of goods throughout the scheduled shift, the ability to make independent decisions regarding accepting donations based on Mission standards. The ability to lead an assistant regarding proper customer interactions and proper procedures. Utilizes safe driving skills and lifting techniques. Utilizes electronic navigational methods. Some weekends may be required and bilingual (Spanish) is a plus.

What you'll do:

- Give great customer service - engaging, respectful and courteous
- Responsible for loading and unloading of truck and putting product in proper locations
- Maintains a diligent schedule throughout the day, time management, staying on pace to finish all assignments prior to end of day
- Plan daily route based on pick-ups assigned
- Perform daily walk around inspections, checking air, water, oil and other items to maintain equipment in good operating conditions and report any problems
- Responsible for the security and the safe operation of the vehicle and other assigned equipment
- Safe driving operations
- Instruct and supervise the driver's companion
- Superior communication skills and independent decision making.
- Ability to accepted or refused donations based on Mission guidelines
- Must maintain a neat appearance, including clean clothing, clean shaven, etc
- Maintain complete and accurate records
- Other duties may be assigned as needed

Requirements:

- Must have a valid driver's license
- Strong interpersonal and motivational capabilities
- Problem solving capabilities
- Understanding of all safety and legal procedures regarding driving
- Ability to effectively manage time and meet all necessary deadlines
- Ability to efficiently coordinate workings with internal and external customers
- Must have ability to operate FM cell phone and GPS system
- Route and read scheduled runs
- Must be compliant with all safety regulations.
- Ability to deal with diverse personalities and a multitude of coworkers/volunteers
- Ability to perform in a distracting environment
- Bilingual (Spanish) is a plus
- Ability to work intermittent weekends
- A mature walk with Jesus Christ – must possess a Christian testimony of their faith and experience in Jesus.
- Must be in agreement with the Statement of Faith of the Fresno Mission.

Application Process:

Individuals interested in being considered for this position should email the following documents:

1. An updated resume.
2. The names, email addresses, and phone number of three references.

Please email all documents to HR@fresnomission.org

No phone calls please