



**Responsible to:** Operations Manager

**Hours:** 12-15 hours a week (it is envisaged that this will be worked over four days (Mon-Thurs) but open to negotiation), with some variability

**Rate of pay:** Competitive

**Based:** From Foodbank warehouse, delivering food parcels to homes

**Role outline:** To deliver food parcels to homes.

Length of contract: 12 weeks

## MAIN RESPONSIBILITIES OF THE POST

**Overview of the role:** Cirencester Foodbank provides three day emergency food parcels for people in crisis, working in partnership with organisations across the community. The delivery driver role is fundamental to our temporary home delivery model.

### Key tasks

- Transporting food parcels to client homes using Foodbank-owned van
- Carrying heavy boxes of canned foods
- Regular loading and unloading of the van
- Regular van driving across the local area
- Collecting food donations from collection points such as community centres and churches around the local area
- Delivering food donations to the warehouse
- Such other duties and responsibilities as shall be requested from time to time by the Foodbank Manager.

### About you

- Clean driving licence
- Physically strong
- Confident driver
- Experience of delivery driving/taxi driving an advantage
- Adaptable and flexible
- Personable and committed
- Committed to the objectives of the foodbank
- You will need to comply with the driving policy of the food bank

### Impact of your role

- We appreciate the knowledge, skills and experience that you bring
- You will directly improve the efficiency of the food bank

## PERSON SPECIFICATION

### Key skills

- An ability to work independently, and as part of a team with the Foodbank manager, Operations manager and volunteers

- Ability to prioritise and manage competing tasks
- Full, clean, UK driving licence
- Confident and clear communication skills

#### **Personal attributes**

- Compassionate, with an ability to empathise with those in need
- Reliability, consistency and discretion
- Willingness to travel around a large geographic area
- Willingness to work flexibly
- Physically able to manoeuvre boxes of food weighing up to 15kg
- Adaptable and flexible
- Personable and committed
- You will need to comply with the driving policy of the foodbank

A full, clean UK driving licence is required for this position. A DBS check will be required for this position.

#### **Application Process**

Applicants should send a CV (maximum two sides of A4 in length) and a short email outlining how you qualify for this role and why you are applying to [info@cirencester.foodbank.org.uk](mailto:info@cirencester.foodbank.org.uk). The closing date for receipt of applications is **midday on 24 June 2020**. It is anticipated that interviews will take place via Zoom during on 26 June 2020. The role will start on Monday 6 July.