LUNCH DELIVERY DRIVER (Part-time)

INTRODUCTION
Join a wonderful community of amazing people working to help keep seniors in the area well nourished. J-Sei seeks a food delivery driver to support our home-delivered meal program. This part-time position is located at J-Sei, Inc. 1285 66th Street, Emeryville, CA. This position requires a reliable and friendly person to work independently under general supervision and within a team to deliver meals to homes of individual seniors. It requires the ability to operate safely and efficiently the driver’s own car and to warmly interact with older adults.

RESPONSIBILITIES
- Follow the assigned daily route efficiently – approximately Monday, Wednesday, Thursday and Friday 10:00 am to 1:00pm
- Timely and safe delivery of lunches to senior’s homes in Alameda County
- Practice safe food handling techniques
- Greet seniors upon delivery
- Communicate effectively with staff about senior’s condition or changes in meal requests
- Conduct brief quarterly senior assessment
- If time permits, assist in preparing cold/hot packs and returning cold/hot packs to storage
- Return donations from seniors to supervisor
- Additional duties as assigned by the position’s supervisor

REPORTING RELATIONSHIP
This position will initially report to the Senior Nutrition Manager

QUALIFICATIONS
- Commitment to J-Sei’s mission, programs and senior participants
- Driver must provide their own car
- Excellent driving record with a valid California Driver’s License
- Show proof of auto insurance
- Clearance of criminal background check
- Agree to follow all J-Sei and public health-related safety protocols
- Outstanding record of attendance and punctuality
- Previous experience working with seniors preferred
- Effective verbal communication skills. Knowledge of Japanese phrases helpful
- Successful completion of first aid, and CPR training provided by J-Sei
- At least 21 years of age for insurance purposes

STATUS
- Part time, 12 hours per week (Monday, Wednesday, Thursday and Fridays except observed Holidays.)
- Non-exempt (FSLA)
- $20.32/hour
- Mileage reimbursement per IRS rules

Please send your resume to Kathleen Wong at kathleen@j-sei.org