

Job Title: **ReStore Truck Driver**

FSLA: Non-Exempt. \$18.50 per hour.

Hours: Tuesday – Saturday, days.

**Position Summary:** A ReStore Truck Driver provides a positive and friendly attitude towards all donors and volunteers. Position includes driving different routes each day in Grand Traverse, Kalkaska and Leelanau Counties. Frequent loading, unloading and lifting required.

**Duties:**

1. Pick-up and deliver donations, licensed truck drivers will drive a 16-foot box truck.
2. Train and supervise volunteer drivers and movers.
3. Assist in developing and adhering to criteria for donated materials.
4. Assist in developing driving and Restore safety standards.
5. Assist in keeping trucks well maintained and clean and perform minor repairs as needed.
6. Help maintain organization and cleanliness in the ReStore.
7. Provide customer service inside the ReStore.
8. Other duties as assigned.

The Truck Driver will report to the ReStore Manager who is responsible for providing direct supervision to the ReStore Staff and will work with Director of Operations who is responsible for Business Operations and policies and procedures, and work with the Chief Executive Officer who is responsible for the entire success of the organization. The Truck Drivers will communicate effectively and consistently to discuss goals, plans, and progress. Other assigned duties may be delegated by the Director of Operations and/or CEO.

**Qualifications:**

- High School Diploma or GED
- Valid driver's license and good driving record. No CDL is required.
- Truck driving experience preferred.
- Ability to lift 50+ pounds, stand, squat, bend and climb in and out of the truck on a regular basis.
- Excellent communication skills.

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