

Food Collection and Delivery Driver

FareShare Yorkshire



Reporting to:	Leeds SRC Manager
Location:	Leeds
Duration:	Fixed term until October 2019 (12 months)
Operating Hours:	Monday - Friday, 9.00am - 5:00pm with possibility of Saturday working Flexibility to provide cover for planned & ad-hoc absences as well as Public and Bank Holidays is required
Shift Pattern:	Up to 35 hours per week, minimum 20 hours per week There is scope to discuss the shift pattern at interview
Salary:	£15,925 per annum based on 35 hr working week

About FareShare

FareShare now operates 21 Regional Centres around the UK. We support 9,653 local charities and groups - our Community Food Members and Associates. Over the past year 16,992 tonnes of food were redistributed by FareShare Regional Centres nationwide, feeding 772,000 people every week. We operate across 1,500 towns, cities and villages and we save UK charities and community groups more than £28 million each year.

Hunger is a growing issue in the UK and while there is surplus food that is otherwise going to waste, we believe that this food should be used to feed people first. Demand far outstrips supply. More information can be found on our website www.fareshareyorkshire.org.

Purpose of the role

This role is about so much more than just driving: it's about sharing the FareShare mission that "no good food should go to waste". Your work will make sure that quality surplus food is helping feed people in need.

As a collection & delivery driver for FareShare Yorkshire you will deliver food from our Regional Centre based in Barnsley to our charity members within the Region. You will be the face of FareShare, being a regular point of contact with our local food partners, as well as our diverse range of member charities receiving food. In addition, you may also act as a host for volunteers who may join you as van assistants.

Main responsibilities

Before you leave the FareShare Regional Centre based warehouse you'll:

- Load the van where required and check your van for roadworthiness
- Understand the schedule and route that has been planned and calculated for you
- Look the part in your provided uniform, ready to meet our food partners and charities when you collect or deliver food
- Meet and greet your van team, where required, and ensure they are ready to join you for the selected route

On the road you will be representing FareShare and so you'll:

- Drive safely, responsibly and within the law
- Be courteous to all road users

In the van you may be joined by volunteers wanting to support the FareShare mission to ensure no good food goes to waste. Representing FareShare you'll:

- Get to know your van team and respond to questions about FareShare's mission, the planned activities for the day, the food partners and charities you are to meet
- Be courteous and demonstrate FareShare's equality and diversity policy
- Take responsibility for the safety of volunteers who join you

At our food partners and charities, you'll:

- Greet the food partner or charity with a smile and get to know them by name
- Take care of the food you are collecting or delivering as if it were your own
- Complete all relevant paperwork and checks to ensure the safety of the food delivered or collected

On return to the FareShare Regional Centre based warehouse you'll:

- Unload and clean the van ready for the next driver
- Report any incidents that may affect the vans roadworthiness
- Complete all paperwork relevant to the food collected or delivered

Like the supply of surplus food to FareShare no two shifts are the same. For most of the day you will be autonomous, collecting and delivering food, but with the support of a staff team in the FareShare Regional Centre as needed.

At all times you will ensure that you are following FareShare's Health & Safety and Food Safety standards protocols to consistently ensure safe collection and delivery of the food.

Ideal candidate

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Driver age at least 21 years • Have held a full UK / EU / EEA driving licence for one year minimum with no more than 3 penalty points • Eligibility to work in UK • Commitment to gain Level 2 Food Safety Qualification 	<ul style="list-style-type: none"> • Have held a full UK / EU / EEA driving licence for three years minimum with no more than 3 penalty points • Level 2 Food Safety Qualification
Experience & Knowledge	<ul style="list-style-type: none"> • Experience of driving in Yorkshire Region • Experience of using Sat Nav to navigate & plan routes • Experience of working on own initiative, able to manage own workload and prioritise tasks to meet objectives • Experience of working in a team with evidence of demonstrating a flexible approach to team working 	<ul style="list-style-type: none"> • Experience of driving vans / medium sized vehicles • Experience of multi-drop deliveries • Experience of working within a food distribution and/or warehousing operation • Experience of working with people who may have additional support needs

Skills, Abilities and Attributes	<ul style="list-style-type: none"> • Safe and courteous driver • Personable with a good sense of humour and excellent communication skills • Able to take initiative and use common sense • Can stay clam under pressure • Team player willing to adopt a flexible approach to daily tasks and activities • Commitment to FareShare’s Equality & Diversity ethos 	
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Application Process

If this sounds like you, we can’t wait to hear from you.

Please send in your CV along with a personal statement explaining why you are a suitable candidate for the role and return to:

jonathanwilliams@fareshareyorkshire.org

Package description

Help us to feed people first

FareShare Region Yorkshire is responsible for FareShare’s mission within the Yorkshire Region. As the face of FareShare in Yorkshire our people are our greatest asset. Our staff team is supported by hundreds of volunteers who freely give up their time to support our mission to ensure no good food goes to waste. We call our volunteers our Food Heroes, but our staff are no less important as they provide the backbone of our services. By joining the staff team, you will get the opportunity to meet and talk to different people every day, in the warehouse, on the vans, at your collections and deliveries. Your work will be helping making a difference to people’s lives across the Yorkshire Region. The variety of people you will meet and the impact FareShare food has is why we believe working for FareShare is one of the most rewarding places to join.

We are looking for friendly and helpful drivers who want to be part of our mission and know the importance of safe driving.

The issues we tackle:

- 8.4 million people in the UK, the equivalent of entire population of London, are struggling to afford to eat. (Food and Agriculture Organization of the United Nations)
- At the same time the amount of food being wasted in the UK supply chain is 1.9 million tonnes, of which 270,000 tonnes of surplus food could be redistributed to feed people each year. (WRAP)

You will be joining FareShare Yorkshire at an exciting time. FareShare Yorkshire last year provided food to over 185 local projects and charities across the Region, enough for 1.5 million meals, helping to reach over 18,000 people each week.

We are looking to significantly expand our reach, providing our nationally sourced food to many more charities. We are also looking to collect and redistribute more of the food we are offered each day from suppliers based within the Region.

Find us on Facebook: search ‘FareShare Yorkshire’ or follow us on twitter: @FareShare Yorks

Detailed Job Description

- To ensure compliance with relevant Food Hygiene, Health & Safety and other standards applicable to FareShare premises, vehicles, refrigeration equipment, our staff and volunteers.
- To arrive at food partner locations and recipient charities at scheduled times, and to liaise with partners and charities in the event of a delay.
- To safely and legally drive and park the vans.
- To assist with the upkeep and security of the vans, including carrying out checks and cleaning of vans at the end of a shift, and driving with due caution.
- To facilitate effective record keeping and performance monitoring of the service including completing accurately and consistently records such as Drivers' Daily Work Schedule, Van Logbooks and Goods In.
- To ensure the security of the FareShare Yorkshire Regional Centre and all assets located within it, including food, is maintained at all times
- To undertake basic training in Food Hygiene and Health & Safety as required.
- To develop and uphold high quality customer care and standards of conduct when dealing with all stakeholders and the general public.
- To carry out any other duties that may be reasonably required in support of the main purpose of the role.

Person Specification

Skills, knowledge & abilities

- Full UK driving licence, no more than three points, no previous bans
- Good organisational skills including an attention to detail, an ability to prioritise and meet deadlines
- Problem-solving skills and the ability to make effective decisions 'on the spot'
- Good interpersonal skills

Experience

- Experience of working in a similar van delivery role, preferably in food distribution
- Experience of working with or coming into contact with individuals who may feel vulnerable or need support, is desirable

Personal attributes

- Able to follow procedures and work in a team, on own initiative & to deadlines
- A positive attitude and an ability to work with other people in a flexible and efficient manner
- Physically fit and an awareness of safety issues especially when driving, loading and unloading vehicles
- Working with food means that a good standard of personal hygiene will be expected

Review arrangements

- The details contained in the job description, particularly the principal accountabilities, reflect the content of the job at the date the job description was prepared. It should be remembered, however, that it is inevitable that over time the nature of individual jobs will change; existing duties may be lost, and other duties may be gained without changing the general character of the duties or the level of responsibility entailed. Consequently, FareShare will expect to revise this job description from time to time and will consult with the post holder at the appropriate times.