

Position Description

GoalZero | Recycling- a social enterprise to benefit Care and Share Food Bank. Please send Stacy Poore at stacy@careandshare.org or mail to Care and Share Food Bank, Attention-Stacy Poore, 2605 Preamble Point, Colorado Springs, CO 80915.

Division/Department: GoalZero Recycling Warehouse

Location: GoalZero Recycling

Job title: Recycling Route Driver

Reports to: Warehouse Manager

Status:	Type of position: <input type="checkbox"/> Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/> Contractor <input type="checkbox"/> Intern	Hours: 20hrs/week <input type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt
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Position Summary:

The GoalZero Recycling Route Driver will pick up recyclable material from customers, transfer material to and from the GoalZero Recycling warehouse, transfer material for sale to vendors, and assist in other ways to ensure the successful operation of the business.

Duties and Responsibilities:

- Solution-oriented, positive, and proactive approach to work, procedures, problems that can arise with new start-up businesses
- Provide outstanding service to customers through timely pickups, quality performance of services, and friendly interactions.
- Can-do attitude, willing to try new things to accomplish work at hand
- Communicate clearly and frequently with the Business Development Director regarding observations from the field about how to improve service, how to better educate the customer, etc.
- Communicate clearly and frequently with the Business Development Director regarding leads for possible customers
- Establish good donor relations through customer service
- Run a route in a timely manner
- Load and unload material to and from truck, customer businesses, and warehouse
- Operate all equipment according to safety guidelines
- Maintains appropriate records as required by Care and Share, AIB, F.A.
- Attends required meetings
- Follow all D.O.T. Regulations
- Report all truck issues/problems to supervisor ASAP
- Maintain required paperwork
- Maintain accurate tracking of materials
- Serve as a positive and reliable face of the business with customers, vendors, and the community
- Timely, reliable team member
- **Must be able to stand or sit for up to 4 hours at a time, lift at least 50 pounds regularly.**

Work experience requirements:

- Valid Driver's License
- Hold appropriate driver's license for the vehicle that will be driven. (CDL Class B)
- Certification for forklift and ability to operate pallet jack
- Excellent communication skills
- Must have a good driving record and be insurable

Reviewed by: President and CEO

