**St. Vincent de Paul Georgia, Inc.**

**POSITION:** Donations Truck Driver  
**REPORTS TO:** Warehouse Manager  
**DEPARTMENT:** Operations  
**STATUS:** Non-exempt

Respecting the dignity of each person, St. Vincent de Paul Georgia (SVDP) brings hope and help to those in need so they may achieve stability and move toward self-sufficiency. The focus is on preventing homelessness, fighting hunger, and changing lives. Programs include housing, utility assistance, food recovery and distribution, jobs assistance, transportation, and prescription fulfillment through an onsite pharmacy. Services are provided through the headquarters’ (Council) facility, 73 Conferences (typically parish-based chapters) and 10 Thrift Stores.

**POSITION SUMMARY**

Reporting to the Warehouse Manager, the Donation Truck Driver is primarily responsible picking up donated clothing, furniture and other household items and delivering them to a central location or one of our 10 Thrift Stores. If you don’t mind physical work and interacting with a variety of people every day this might be the job for you! The driver will be required to lift furniture, appliances, and other donated goods, often in excess of 50 pounds.

- Navigate truck route to ensure efficiency of pick-up operations
- Help sustain and maintain donation box sites and routes for donation collections
- Maintain clean and orderly donation sites and routes based on company operational standards
- Work safely and efficiently in loading and unloading trucks and trailers
- Possess the ability to regularly work in the heat, the cold and in wet weather conditions
- Other duties as may be assigned by management

**Qualifications:**

- Must be at least 18 years of age.
- Applicant must be willing to submit to a background check, including MVR.
- Strong customer service and time management orientation.
- Must have a strong work ethic and be a team player.
- Capable of bending, stooping, crouching, pushing, pulling, lifting up to 50 pounds, climbing stairs and in and out of a truck frequently.
- Knowledgeable of the geographical area assigned and operates the vehicle within state/federal statutes and/or guidelines
- Ability to work independently
- Able to accurately keep records and communicate donations progress.
- Naturally mission driven, guided by SVdP core values.
- CDL license is NOT required, but must have a clean MVR!
- Experience working in a community outreach program or organization is a plus.
• Bilingual Spanish speaker is a plus, but not required

**Compensation:**
Competitive salary commensurate with experience and background plus benefits, including health insurance and 401K retirement plan, 401K match, STD, LTD, Life Insurance, FSA.

This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents may perform other related duties as may be required.
To apply, submit letter of interest, resume, and salary requirements to sbatesboston@svdpgeorgia.org.
Learn more about St. Vincent de Paul Georgia at www.svdpgeorgia.org