



Job Description

DELIVERY DRIVER

The position is on an as-needed basis and is flexible to work around your schedule.

General Requirements:

- High School Diploma or equivalent preferred.
- Valid driver's license
- Clean driving record (a Motor Vehicle Report is required)
- Time management and customer service skills.
- Ability to walk, drive and lift and carry heavy items (up to 50 lbs.)
- Attention to detail

Duties and Responsibilities

- Loading, transporting, delivering and setting up catering orders in a safe, timely manner. Catering orders will vary in size and set up.
- Ability to operate a wide range of vehicles
- Must be able to navigate using multiple methods, including GPS, map applications (e.g. Google Maps) and written.
- Ability to read packing/production sheets.
- Reviewing orders before and after delivery to ensure they are complete
- Communicating with clients professionally
- Must follow all transportation laws and maintain a safe driving record.
- Should have general knowledge of Totally Cooked menus.

Please note that this is a tentative job description and is subject to change at any time.