



HALEY HOUSE

We're Hiring!

Catering Driver

Role: Responsible for delivering food orders throughout the Boston area. Promote the café and catering by delivering food orders in a courteous and professional manner. Be dedicated to our mission as well as our partnerships with the community.

This is a full-time hourly position with benefits.

Responsibilities:

- Greets each customer with a smile and understands customer service is a priority.
- Pulls and packs food orders accurately and efficiently.
- Loads delivery vans and delivers product and related paper goods.
- Works well within a team to ensure timely and safe delivery of product.
- Reviews delivery items against order.
- Identifies and works with catering staff and management to resolve order discrepancies.
- Uses Company vehicle to run Company-related errands such as picking up supplies.
- Operates vehicle in accordance with driver agreement and MA traffic rules.
- Assists with any job pertinent to catering, including doing food prep, product packing and cleaning.
- Assists with café and catering operations when needed.
- Performs other tasks as assigned by supervision.

Qualifications:

- Valid driver's license.
- Ability to stand, walk, bend and lift objects up to 50 pounds .
- Excellent customer service skills.
- Food service and delivery experience a plus.
- Availability to work required hours which includes early mornings and weekends.
- Ability to work both independently and as part of a team; flexibility a must.
- Experience at a nonprofit that addresses issues related to homelessness, housing, job training, social justice and/or urban agriculture preferred.
- Commitment to helping the most vulnerable in our society.

To apply:

Send cover letter and resume to Jed at jcohan@haleyhouse.org by May 4, 2018.

About Haley House: Haley House uses food and the power of community to break down barriers, open opportunities, and strengthen neighborhoods. Founded in 1966, Haley House has grown to include four interconnected branches: direct services (soup kitchen, food pantry, meal for elders), permanent affordable housing, urban agriculture, and social enterprise (Haley House Bakery Cafe). Our direct services and housing are located in the South End, and our social enterprise is located in Roxbury; our urban agriculture is in both neighborhoods.