



## We are seeking a CDL Driver (Class A) & Warehouse Associate

Are you motivated by a desire to serve our neighbors in need? Do you have driving, warehouse, distribution, and customer service experience coupled with a passion for food justice? Do you want to work in a warehouse and drive trucks while being home for dinner each night? Do you want to be part of an organization that has been serving Pierce County for 40 years?

### COMPENSATION:

- \$33-\$35 per hour (based on experience)
- Benefits include:
  - 2 weeks of vacation accrued during first year, increases to 3 weeks' vacation in second year and third year, up to a maximum of 4 weeks per year after 4 years of employment
  - Paid sick leave is accrued at 8 hours for each month worked
  - We provide medical (low deductible) vision, dental, short- and long-term disability, and life insurance
- EFN currently covers 100% of employee medical, dental, vision, life, and disability insurance premiums. Future coverage levels may be adjusted based on organizational capacity
- EFN has a 403(b) plan and contributes 5% after the employee has been employed six months
- Ongoing opportunities for professional development, including monthly staff training

### SUMMARY DESCRIPTION:

Emergency Food Network is seeking an experienced CDL Driver & Warehouse Associate. This full-time position reports to the Warehouse Manager and Director of Operations. It is an integral part of the organization's daily operations, transporting food to EFN from partners in Western Washington, occasionally to Eastern Washington, and other locations as needed. The driver will be operating a variety of vehicles including semi-tractor and trailer, box trucks, and other wheeled vehicles in the EFN fleet. As part of our warehouse team, we are looking for someone who works well with others, communicates clearly, and helps create a positive, team-focused work environment.

### ESSENTIAL FUNCTIONS:

#### Professional Driving (CDL Class A)

- Safely operate a tractor-trailer in compliance with all state, federal, and local regulations.
- Complete timely pickups of food donations and deliver pantry orders as scheduled.
- Perform and document pre-trip, in-route, and post-trip vehicle inspections.
- Maintain a clean driving record and immediately report any accidents, violations, or vehicle concerns.
- Ensure full compliance with all requirements to maintain a valid Class A CDL.
- Keep assigned vehicle clean and in excellent working condition (inside and out).
- Follow established routes and schedules while communicating proactively about any delays or changes.
- Provide professional, courteous service when interacting with donors, vendors, volunteers, teammates and partner agencies.
- Safely offload product using Powered Industrial Trucks (PIT) and pallet jacks.
- Issue and collect required donation and delivery receipts accurately.

#### Warehouse Duties

- Assist with loading and unloading trucks.
- Pull, stage, and prepare food pantry orders.
- Support inventory organization and product rotation (FIFO).
- Operate warehouse equipment safely (forklift certification or ability to obtain).
- Help maintain a clean, organized, and food-safe warehouse environment.
- Collaborate with the warehouse team to ensure efficient and respectful daily operations.

#### Other duties as assigned





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### QUALIFICATIONS:

- Valid Class A CDL with a clean driving record
- Able to pass PIT Certification
- At least 2 years of tractor-trailer driving experience
- Able to pass a DOT physical and pre-employment drug test
- Know and follow local, state, and federal driving laws
- Able to stay alert and drive safely for long periods
- Able to hook and unhook trailers
- Able to operate forklifts (sit-down and stand-up) and electric pallet jacks, or willing to be trained
- Able to lift at least 50 pounds and do physical work for up to 8 hours a day
- Able to load and unload trucks safely
- Basic math, reading, and writing skills
- Able to read maps and follow delivery routes
- Comfortable using a smartphone for routes and work communication
- Able to check and respond to email
- Good work history and reliable attendance
- Able to work well with others, including staff, volunteers, donors, and community partners
- Willing to work flexible hours when needed

### WORK SCHEDULE:

- Full time (Monday to Friday from 7 am- 3:30 pm includes an occasional weekend day. Drive times are factored in the regular work schedule. There are some areas traveled that are outside regularly serviced areas and may incur overtime. Start time may vary depending on transportation schedule.
- Overtime paid for any hours worked over 40 each week

### PHYSICAL DEMANDS:

Requires continuous talking and listening, frequent walking and standing, and occasional lifting (up to 25 pounds).

### OUR STORY:

Emergency Food Network (EFN) ensures that everyone in Pierce County has reliable access to the food they need. Since 1982, EFN has been the backbone of our community's emergency food system, distributing more than 14 million pounds of food each year to more than 75 food pantries, meal sites, and shelters. Our food comes from many sources: local donations, government programs, and direct purchasing—all coordinated to create a dependable, nutritious supply for our neighbors.

### HOW TO APPLY:

EFN invites applications from qualified individuals interested in working for a high-performance, mission-driven organization. Please submit your cover letter and detailed resume to [jobs@efoodnet.org](mailto:jobs@efoodnet.org). Use the subject line *CDL A Driver*. Applications will be considered on a rolling basis until the position is filled. All applicants will be subject to a background check. Background check findings do not automatically disqualify you from employment.

*EFN is an equal opportunity employer. For more information about the Emergency Food Network, please visit our website [www.efoodnet.org](http://www.efoodnet.org).*

