

## Job Description

### Job Details:

**Job Title:** Delivery Driver  
**Reports to:** Head Chef  
**Leadership of:** None

### Job Purpose:

The role of the Delivery Driver is to support the daily operations of the kitchens and nurseries by collecting and delivering food, supplies and other necessary items between sites.

### Summary of Responsibilities

#### Kitchen;

- Collect freshly cooked hot and cold food and deliver to relevant nurseries as directed
- Collect food products and associated supplies and deliver to relevant nurseries as directed
- Follow correct procedures in the safe transportation and delivery of food (hot, cold and ingredients)
- Ensure the food is delivered in the correct timeframe to ensure the core temperature of hot food is kept above legislative temperature

#### Transportation of Good/Items

- Collect and deliver necessary items / goods between sites as directed (this may include cash, paperwork, cleaning products etc).

#### Driving / Company Van

- Whilst driving the company van, ensure that all traffic and road regulations are adhered to
- Ensure the company van is clean and well presented at all times

#### Health & Safety

- Comply with health and safety legislation
- Remain aware and observant of all health and safety issues in the kitchen and nursery, where possible reducing the risk of an accident occurring through preventative actions
- Carrying out health and safety checks as outlined within Company Policies and Procedures
- Being aware of the outcome of risk assessments and fully implementing the specified controls

### Selection Criteria

#### Knowledge, Skills & Experience

- Full and clean driving license
- Must be over 25 years old (for insurance purposes)

#### Person Specification

- Good time management skills, and ability to problem solve with limited supervision
- Ability to cope with change in a fast paced environment
- Ability to work under pressure and with ever changing priorities



The duties and responsibilities in this job description are not exhaustive or restrictive, changes and other duties relevant to this post may be added. This job description may be reviewed in the future.