**Food Transporter - RPT**

**Grade: 3**

**FLSA: Non-Exempt**

# Date: 10/00

**Job Summary:** Delivers meals to identified homes in St. Mary’s County and other sites as directed; checks the status of the senior at their home.

**Essential Functions:**

1. Delivers meals to homes in St. Mary’s County and to other directed sites once per week;
2. Checks current status of the senior in their home;
3. Maintains records of meals delivered;
4. Maintains County vehicle;
5. Re-orders meals to ensure accurate inventory;
6. Performs other duties as assigned.

**Required Knowledge, Skills, and Abilities:**

1. Ability to gain working knowledge of St. Mary’s County Government policies and procedures;
2. Ability to safely operate a motor vehicle;
3. Knowledge of County roads;
4. Ability to effectively assess and evaluate the clients’ needs;
5. Ability to communicate effectively with clients and staff;
6. Knowledge of basic medical principles and concepts.

**Education and Experience:**

1. High school diploma or G.E.D.;
2. Six months to one year of related experience;
3. Or equivalent combination of acceptable education and experience.

**Physical and Environmental Conditions:**

Work requires light physical effort in the handling of light materials or boxes in non-strenuous work positions up to 30 pounds and/or continual standing or walking of 80%+ of the time.

Work environment involves everyday moderate risks or discomforts including extensive driving.

The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

I certify that this is an accurate statement of the essential functions and responsibilities of this position.

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Department Head Date

Your signature below indicates that you have received a copy of this position description.

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Employee’s Siganture Date