

Job Description



Job title: Delivery Driver & Event Set-up Crew (temp post)

Responsible to: Director & Operations Manger

Objective: To provide efficient delivery service and assist with set-up and de-rig of events

Experience: Previous experience in a similar environment preferred

Job outline –The role involves driving of company vehicles (max size 3.5 tonne Luton with a tail lift), and large amounts of heavy lifting therefore the staff member must be physically fit, and used to physically demanding work. The role will be varied and very hands on requiring a good level of practical common sense. Working predominately within the warehouse preparing items for hire, delivery and events you will have specific responsibilities that will be key to ensuring the successful delivery of events.

You will be responsible for ensuring time sensitive food deliveries are made to clients within the Cambridge area. You will be responsible for delivering catering equipment to events in the Cambridge area, and assisting with unloading and setting up the equipment.

Other duties include ensuring equipment for events is always ready for use, cleaned, packed and well maintained. Assisting with the set up and breakdown and clear up of events and equipment used at these. Assisting with deliveries to the warehouse, ensuring they are stored correctly.

Training provided - The staff member will receive a training session at the beginning of their first shift, this will include manual handling, health and safety training, and fire training.

Main Duties & Responsibilities

- Deliver hot and cold food in a timely fashion and in condition ready to be served to customers
- Deliver and collect hospitality event catering equipment in support of medium and large events
- To assist with loading and unloading of vans
- On site – set-up of equipment, moving from vans to the specified location within the event
- To assist with unloading of vans into warehouse
- To assist with deliveries and storing of delivered items
- Ensure the Crucial Cuisine health and safety policy is adhered to at all times
- To ensure that correct manual handling techniques are used
- Any other reasonable duties required by the Logistics Manager/Event Manager

Crucial Cuisine reserves the right to make changes or update this job description at any time.

PERSON SPECIFICATION

	Essential	Desirable
Necessary Requirements	Eligible to work in the UK Over 25 years old (due to company vehicle insurance) Physically strong and physically fit Ability to work long hours, and un-sociable hours	Steel cap safety shoes
Skills/knowledge/training	Full driving licence, held for at least 3 years Experience driving manual drive vans Manual handling training Good communication skills Well organised	Experience as multi-drop delivery driver

Experience	Able to follow instructions accurately	Experience in a similar role preferred but not essential
Personal attributes	Reliable Polite, friendly & helpful Reliable, honest, trustworthy Ability to work as part of a team	

Updated May 2019

EXCEPTIONAL CATERING FOR EVERY OCCASION

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