SARCOA VAN PERSONNEL
JOB DESCRIPTION

Van Personnel

The work hours are from 8 AM – 2 PM. From start of work hours until delivery of food, the van personnel is to help in the Senior Center. The job duties will be assigned by the Senior Center Director to include but not limited to:

- Setting up for onsite meals as needed
- Cleaning/organizing in kitchen
- Bagging meals for delivery once food is delivered to Nutrition Center
- Responsible for delivering meals to residents that are homebound
- Keeping the van maintenance up to date
- Keeping the van clean and usable to the residents
- All monies collected each day will be turned in on a daily basis to the center manager