



Job Description

Porter/Driver/Food Handler for Older Adult Center

Position/Title: Porter/Driver/Food Handler (Union position)

Location: Bronx House Weinberg Older Adult Center

Hours: Monday through Friday 8:30am to 4:30pm. Work schedule may vary based on operational needs of the organization.

Staff reports to: Maintenance Director and supervised onsite by Older Adult Center Program Associate or Director

Salary: 43,680

Responsibilities will include the following tasks:

- Maintain cleanliness of facilities
- Disinfect the building, bathrooms & offices
- Paint and conduct minor repairs as needed
- Fulfilling special projects including but not limited: light carpentry, light plumbing, opening and closing facility, setting up rooms for special events (moving chairs and tables)
- Accepting and transporting food and merchandise deliveries
- Ability to lift at least 75 lbs. multiple times a day
- Drive Senior Center Members to and from destinations
- Other duties assigned

Educational qualifications:

- High School or GED diploma required.
- Must be able to read, speak and write in English.
- Must have a clean CDL with P and S endorsement
- Must pass pre-employment background check and drug test
- Must have or be willing to obtain appropriate food handler certification
- Ability to lift at least 75 lbs multiple times a day

To apply, email a resume to anne@bronxhouse.org