



- Position:** Meals on Wheels Delivery Driver
- Reports to:** Meals on Wheels Food Services Coordinator
- Hours:** Weekdays, 9.00am to 10.30am or midday to 1.30pm
- Location:** Start & Finish: Manly Seniors Centre, 275 Pittwater Rd, Manly  
Delivery areas: Between Manly to Clontarf, to Curl Curl

**Role Purpose:**

To assist with the delivery of food to the aged or younger people with a disability and their carers who live in their own home

**Requirements:**

- Good communication and interpersonal skills, with a friendly and approachable manner
- Ability to work independently or as part of a team
- An ability to engage with people of all backgrounds, ages, and abilities
- Reasonable level of fitness and strength for manual handling of eskies and food bags
- Commitment to Council's workplace values of Trust, Teamwork, Respect, Integrity, Service and Leadership
- Willingness to apply for National Police Check

**Desirable:**

- Current Driver's Licence and access to own transport
- Experience in customer service, working with the elderly or people with disabilities.
- Current First Aid Certificate
- Own mobile phone for communication with Meals on Wheels staff

**Key Tasks and Responsibilities:**

- Collect food from the Meals on Wheels service and deliver the food to Meals on Wheels client's in their own home as per delivery instructions
- Return eskies etc back to the Meals on Wheels service at the end of the delivery run.
- Engage with the clients and relay any feedback to Meals on Wheels staff
- Attend volunteer meetings, training and feedback sessions as required.

**What to wear:**

- Comfortable neat casual clothing
- Enclosed shoes

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