Position Title: Volunteer Driver
Department: Medicines and Health Products/Logistics
Reports To: Logistics Officer

Time Commitment: at least 1 4-6 hr. shift per week
Position is Ongoing (Tuesday-Wednesday-Thursday)

Position Summary: Looking for a motivated volunteer driver familiar with the Portland Metro area and I-5 corridor, who is interested in a regular pick-up route. These donated supplies from our partners and clients will be distributed to vulnerable populations throughout the world.

Essential Duties and Responsibilities:
• Drive a 24 ft cargo Truck or a standard cargo van. Pick-up locations are throughout the Portland Metro area and I-5 corridor from Salem to Lacey WA
• Maintain driver log.
• Ability to locate pickup locations, dock locations and connect with client for pickup.
• Assist with loading/offloading Pallets/Boxes into Truck or van.
• Sign all BOL’s and keep location pickup secure.
• This position may also fill in for other warehouse duties as needed.
• Volunteers will serve as representatives of Medical Teams International to agencies and individuals making donations.

Other Duties:
• Perform daily pre-drive maintenance check prior to shift.

Requirements and Qualifications:
• Driver must have a valid license and insurance (No CDL Required)
• Self-motivated and self-driven
• Ability to work alone or with co-pilot.

Tools and Equipment Used:
• Rachet straps
• Pallet jack
• Hand truck

Physical Demands:
• Ability to lift 50 lbs.
• Ability to stand and walk for extended periods of time.
• Ability to use a pallet jack/hand truck.

Revised 10/10/23