

## **Park Ridge Organics Delivery Driver Position**

Things to know about working at Park Ridge Organics:

- Many farm tasks are time sensitive and require a high degree of efficiency. Awareness of time spent on tasks and working at a fast pace while maintaining a standard of quality are an important part of the job.
- Weather is everything in farming and working in the weather is no joke. Unless there is lightening or an ice storm, we are likely working in the fields. Proper rain gear and clothing are a must, also a positive attitude is needed even during those not-so-nice weather days.
- Quality is what our business has been built on. Our customers have a certain expectation and it is up to everyone working at the farm to help maintain that quality and hence maintain our customer base.
- We are Certified Organic which requires a certain degree of understanding of the National Organic Program standards. Workers will be responsible for record keeping related to our certification and must understand its importance.

### **Delivery Driver**

Getting our vegetables to our customers is the final link in the chain of local food distribution. The delivery driver position involves delivering boxes of produce safely to multiple delivery sites throughout the Fond du Lac, Oshkosh, Neenah and Appleton areas. The boxes can weigh up to 40 lbs and the ability to lift these boxes multiple times is a must.

Desired Qualifications:

- Valid drivers license and clean driving record
- Effective communication and customer service skills
- Strong problem solving skills and the ability to adapt to many situations
- Strong work ethic and desire to "get the job done!"
- Strong prioritization and organizational skills
- Ability to work efficiently and effectively
- Physically able to lift heavy objects (at least 40lbs), also withstand all weather conditions
- Understanding of Park Ridge Organics business vision and standard of quality

Responsibilities include (but not limited to):

- Loading and unloading of weekly shares at multiple drop sites
- Ability to stay focused and calm in various driving conditions
- Organize and correctly distribute various shares and add-on items at each site
- Maintain open communication with Farm Owner/Manager regarding any issues that may arise

Hours: Thursdays from mid June through October, 10 am to 4pm (times are appropriate). A total of 20 weeks of delivery.

Wages: Hourly \$10/hour. No insurance is offered with this position.

To Apply: Send a resume and a cover letter explaining why you would like the position to Park Ridge Organics, N8410 Abler Road, Fond du Lac WI 54937'

# Park Ridge Organics Employment Application

Position Applying for: \_\_\_\_\_ Phone Number \_\_\_\_\_

Name (First, middle and last): \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security Number \_\_\_\_\_ Are you 18 years old or older? Y / N

Do you have a valid drivers license? Y / N Are you a US Citizen? Y / N

Have you ever been convicted of a crime? Y / N If yes, explain:

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## Educational Experiences:

High School Name and Location \_\_\_\_\_ Graduate or GED? Y / N

College/Technical School Name and Location \_\_\_\_\_

Graduate? Y / N Degree type: \_\_\_\_\_

Other Educational Experiences \_\_\_\_\_

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## List your most recent past 2 employers (you can include more if you would like):

Business Name \_\_\_\_\_ Name of Supervisor \_\_\_\_\_

Phone \_\_\_\_\_ Type of Business \_\_\_\_\_

Your jobs duties: \_\_\_\_\_

Can we contact this employer? Y / N If No, why not? \_\_\_\_\_

Business Name \_\_\_\_\_ Name of Supervisor \_\_\_\_\_

Phone \_\_\_\_\_ Type of Business \_\_\_\_\_

Your jobs duties: \_\_\_\_\_

Can we contact this employer? Y / N If No, why not? \_\_\_\_\_

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## Please list 3 professional references (with no relation to you):

Reference Name \_\_\_\_\_ Phone \_\_\_\_\_

Reference Name \_\_\_\_\_ Phone \_\_\_\_\_

Reference Name \_\_\_\_\_ Phone \_\_\_\_\_

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PLEASE SEND APPLICATION ALONG with a COVER LETTER explaining why you would like the position TO: Park Ridge Organics, N8410 Abler Road, Fond du Lac, WI 54937