**Mobile Market Operator**

**New Orleans Facility**

**POSITION SUMMARY:**

The Mobile Market Operator is based in the New Orleans facility and reports to the Mobile Market Manager. The Mobile Market Operator is responsible for the daily operations of a year-round mobile fresh foods market serving low-income communities located in the Jefferson Parish and the Greater New Orleans area to improve access to fresh fruits and vegetables. The Mobile Market Operator will be responsible for safely transporting products and maintaining order and efficiency at each Mobile Market site.

**ACCOUNTABILITIES:**

***Vehicle Operations***

* Safely transport products from the New Orleans facility to locations across the Greater New Orleans area by *driving a pickup truck hitched with a 32-foot gooseneck trailer.*
* Perform duties in accordance with the company’s safety policies and injury prevention guidelines.
* Maintain accurate and complete logs, route sheets, etc.
* Maintain all licenses, certifications, and medical cards as defined by the company, DOT, state, federal, and industry-mandated requirements.
* Perform routine inspection, light maintenance, and cleaning of assigned vehicles and equipment, reporting problems, defects, and repairs to management immediately.

***Program Support***

* Create a welcoming and inclusive environment for market customers and provide excellent customer service.
* Load and unload inventory and program equipment for mobile market service sites.
* Maintain quality control of products before distribution to the general public.
* Comply with all Food Safety requirements to operate the Mobile Market.
* Manage daily operations of mobile market stops (set-up, safety, signage, etc.)
* Prepare marketing materials such as price lists, flyers, and social media posts, often with the Mobile Market Coordinator.
* Maintain inventory and ensure all supplies/materials are present at each market.
* Place purchase requisition orders for program supplies and market inventory.
* Meet all reporting requirements as instructed by the Mobile Market Manager.
* Operate and troubleshoot mobile market systems including point-of-sale platform and inventory database.
* Assist in maintaining clean, safe, and orderly facilities and grounds.

***Community Engagement***

* Develop and maintain rapport with donors, agencies, and volunteers to foster continued support and professional working relationships.
* Raise awareness of the Mobile Market in communities served through targeted outreach activities and conversations.
* Educate consumers and the community about local produce and the market’s place in the local food economy.

***Collaboration***

* Assist in general warehouse duties when not actively involved in Mobile Market duties.
* Attend community-based functions and company-sponsored meetings as appropriate (e.g., special events, food drives, professional development workshops, staff meetings, etc.)
* Perform other duties as assigned to meet company needs.
* Adhere to Second Harvest’s Mission, Values Statements, and Code of Conduct.

**QUALIFICATIONS:**

* Ability to safely drive a pickup truck hitched to a 32-foot Gooseneck Trailer in the Greater New Orleans area.
* 1-2 years of warehouse experience or equivalent related experience.
* Minimum of two (2) years driving experience, preferably in a food-related environment.
* Possess an up-to-date medical card and current Louisiana driver's license with a clean driving record.

***Skills***

* Ability to communicate with varying stakeholders in multiple modalities (written and verbally.)
* Excellent time management skills and attention to detail.
* Ability to work independently and within team settings.
* Ability to manage competing priorities effectively.
* Ability to adapt to a changing environment.
* Ability to represent the Food Bank in a positive, courteous, professional manner.
* Must be able to work in extreme weather conditions—both heat and cold—and within varying indoor temperatures (e.g., freezers, coolers, and buildings that are not temperature controlled.)
* Capable of safely exerting force and/or lifting or moving up to 50 pounds frequently and heavier items occasionally.
* Proven ability to establish and maintain good relationships with people of various ages, educational, ethnic, and socioeconomic backgrounds.
* Interest in and sensitivity to poverty and hunger issues, nutrition, health equity, community food systems, and community organizing.
* Ability to learn in-house database and reporting systems.

***Recommended skills:***

* Experience working with local food systems.
* Experience in volunteer management.
* Experience with data management and reporting.
* Proficiency in MS Office applications, particularly Word, Excel, and Outlook.
* Forklift certification, experience operating a forklift, or a willingness to obtain certification.