



## **DRIVER AND WAREHOUSE ASSOCIATE**

**Quest Outreach Society is looking for the newest member of our Logistics Team, as a Driver and Warehouse Associate. This is a full-time position that requires operating both three-ton and five-ton trucks. If you're an organized and driven individual who loves to feel like a member of a team doing good work, then this is the job for you!**

**About You:** You are a reliable and dedicated individual who enjoys hands-on work and being part of a mission-driven team. You take pride in keeping things organized, working efficiently, and ensuring pickups and deliveries are completed accurately and on schedule. You thrive in a fast-paced environment, are comfortable lifting and moving products, loading and unloading shipments, maintaining accurate delivery records and have a keen eye for detail.

### **About Quest**

Quest Outreach Society exists to disrupt the cycle of poverty through access to healthy and affordable food. By bridging the gap between food banks and traditional grocery stores, Quest provides a grocery experience based on principles of dignity, access, and sustainability. Quest believes in a grocery model that simultaneously supports community while reducing greenhouse gas emissions. A leader in redistribution, we work to actively redirect healthy, good food that would otherwise end up in the landfill and contribute to greenhouse gas emissions. Almost all of Quest's food is donated by local food partners from across British Columbia and delivered across our four Lower Mainland markets at reduced cost to our client communities. Quest's four grocery markets are located in Burnaby, North Vancouver, East Vancouver, and the Downtown Eastside.



**Reporting to the Manager, Warehouse & Distribution, the Driver and Warehouse Associate holds the following responsibilities:**

**Food Deliveries and Pick-ups:**

- Plan and carry out food pickups and deliveries efficiently.
- Manage communications during work hours regarding additional pickups and deliveries while managing the schedule accordingly.
- Ensure recurring or routine orders are picked up and delivered consistently and within acceptable time frames.
- Ensure products are safely loaded and unloaded at destination points.
- Interact with food partners and Quest clients in a courteous and professional manner.

**Vehicle Safety and Maintenance:**

- Keep fuel at adequate levels and fuel up at authorized gas stations as required and provide receipts to the Manager, Warehouse & Distribution.
- Conduct vehicle safety checks prior to use each day.
- Check oil and other fluid levels regularly.
- Check tires for damage or excessive wear-and-tear and report to the Manager, Warehouse & Distribution.
- Inform the Manager, Warehouse & Distribution of any maintenance problems with the vehicle.
- Ensure vehicles are driven in a safe manner and in compliance with the Motor Vehicle Act (E.g., wearing seat belts, obeying speed limits, no alcohol or drug use etc.).
- Ensure the vehicle is safely parked and stored at the Quest facility after hours.
- Ensure all vehicle keys and radios are left at the Distribution Center at the end of the workday (no valuables left in the vehicle).
- Responsible for keeping the interior and exterior of the vehicle clean at all times.

**Distribution Center (DC) Operations & Product Management:**

- Safely load and unload products following safety protocols to ensure efficient and damage-free handling.
- Assemble and prepare daily pallets for shipment to Quest Markets, ensuring accuracy, proper labeling and secure packaging for safe transport.



- Organize and store donations in designated areas, ensuring proper rotation and inventory control.
- Adhere to security, health and safety procedures and protocols to ensure a safe working environment.
- Maintain cleanliness and organization of the warehouse, including disposing of waste and recycling materials appropriately.
- Operate warehouse equipment, such as pallet jacks and stackers.
- Follow all safety and food handling guidelines to ensure a secure and hygienic work environment.
- Work collaboratively with staff and volunteers to maintain efficient warehouse operations.
- Other tasks as related to distribution, warehouse and delivery as required and directed.
- Participate in professional development opportunities as required.

#### **Required Skills and Experience:**

- High School Diploma
- 1-3 years truck experience driving
- Valid class 5 driver's license & satisfactory ICBC Driver's Abstract
- Familiarity with Metro Vancouver streets/routes
- Physical ability to carry out duties of job: must be able to sit for long periods of time and lift up to 50lbs per carton and 2,000lbs per pallet
- Electric pallet jack experience
- Ability to work independently with limited supervision
- Effective interpersonal skills and good communication skills

#### **Compensation & Commitment**

This is a full-time position with Quest and is based at Quest's Distribution Centre located at 2030 Dundas Street in Vancouver, BC.

This is a full-time role, Monday to Friday 7:00 am - 3:30 pm (occasional Saturdays).

The hourly wage ranges from \$22.00 to \$24.00, based on experience.



Please note that on-the-job training and certification is provided in safe food handling and operating pallet jacks and other equipment.

**Application Deadline:** December 30, 2025

**To Apply:**

Please include the following in an email with the subject heading “Quest Driver & Warehouse Associate” to Quest’s Manager, People & Culture, Diana Pemberton, at [hr@questoutreach.org](mailto:hr@questoutreach.org).

- Your resume
- In your email describe your experience and interest in working with Quest

We recognize the importance of a diverse workforce and encourage applications from Indigenous people, women, LGBTQIA+ people, people of colour, people with disabilities, and people who identify as neurodiverse.

If there are any accommodations we can provide to make our hiring process more accessible, or if you have ideas for improving our hiring process, please reach out to us directly. We'd be happy to do our best to set you up for success.

**After You Apply:**

We appreciate the time, consideration and effort of all applicants. Only individuals selected for an interview will be contacted. Qualified candidates who submit their application ahead of the deadline may be contacted sooner for an initial interview.

**Thank you for your interest in working with Quest!**