



Driver

SUMMARY: The Driver is responsible for the safe and reliable transport of animals on behalf of the Pennsylvania SPCA, including deceased animals, horses, and animals involved in large-scale law enforcement cases, while providing compassionate and attentive care to the animals in the organization's charge. This position also supports facilities operations, including fleet maintenance, cleanliness, snow removal, and assistance with large deliveries.

PRINCIPAL DUTIES:

- Conduct weekly transport of deceased animals to Cornell University.
- Provide general animal transport services as needed.
- Safely transport horses using a horse trailer.
- Assist with large-scale law enforcement cases by transporting animals as directed.
- Perform facilities duties as needed, including fleet maintenance and cleanliness and snow removal.
- Assist with large-scale deliveries, including the operation of a forklift.

EDUCATIONAL REQUIREMENTS:

- Minimum High School diploma or GED required; some college, trade, vocational school, college or further education preferred.
- Valid Drivers License
- Bi-lingual is a plus.
- CDL is a plus

EXPERIENCE, ABILITIES AND QUALITIES REQUIRED:

- Prior experience in property or facilities management preferred
- Demonstrated safe driving experience, with a clean driving record
- Willingness and ability to learn to safely operate a horse trailer
- Willingness and ability to learn to safely operate a forklift
- Strong problem-solving skills and the ability to collaborate effectively within a team environment, coupled with genuine compassion for animals and a commitment to their welfare.
- Flexibility to accommodate varied work assignments and schedules, paired with a strong record of reliability and dependability.
- Physical capability to lift and carry animals or other objects weighing up to fifty (50) pounds without assistance, and to assist with lifting animals or objects exceeding fifty (50) pounds.

IMMEDIATE SUPERVISOR: Director of Facilities

FLSA STATUS: Non-Exempt

INTRODUCTORY ASSESSMENT PERIOD The introductory assessment period runs from the date of hire for three months thereafter. For employment in any position with the Pennsylvania SPCA, this introductory assessment period is the period during which the specifics of the job are learned. During this period, either the employee or the Pennsylvania SPCA may end the employment relationship without notice or prejudice.

EMPLOYMENT There is no minimum period of employment guaranteed or implied by acceptance of an employment offer.