

**Job Title:** Sanitation / Maintenance Associate

**Department:** Operations

**Reports to:** Warehouse Manager

**Classification:** Regular, Non-exempt, Full-Time

**Location:** Concord, CA

**Work Schedule:** Monday through Friday, 7:30am-4:00pm

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The Sanitation Associate performs general sanitation duties for the office, warehouse and volunteer center, ensuring that all office areas, restrooms, breakrooms, storage areas, and kitchens are properly cleaned, vacuumed and sanitized.

#### **Essential Duties and Responsibilities**

- Clean and maintain designated spaces both inside and outside of each of the buildings on a daily basis, which includes the lobby, restrooms, offices, conference rooms, parking lot, warehouse, breakrooms, and public areas.
- Sanitizes and disinfects volunteers' work station areas.
- Maintain a food-safe environment, complying with State, Federal, and the Food Bank policies.
- Oversee the re-stocking and readiness of all operational areas, restrooms, and handwashing stations.
- Responsible for execution of the master cleaning schedule.
- Support staff by keeping the facility clean and sanitary.
- Ability to learn and execute the operation of cleaning equipment in a safe, efficient manner.
- Ensure the garbage and recycling is disposed of daily and receptacles are cleaned and sanitized.
- Follow all safety procedures and guidelines and promote safe work practices.
- Assist in warehouse responsibilities as needed.
- Other duties may be assigned.

#### **Qualifications**

- Interest in and commitment to the mission of the Food Bank.
- Previous sanitation experience in a fast-paced, food distribution environment highly preferred.
- Ability to complete multiple tasks within a changing work environment.
- Must understand application of chemicals used in cleaning.
- Knowledge of safe and proper sanitation procedures in a manufacturing setting highly preferred.
- Must have the ability to work in a diverse environment with people of various ages, education, ethnic, socio-economic backgrounds.
- Employment is contingent on a satisfactory criminal background screen and passing drug test, including marijuana.

#### **Physical Demands**

- Ability to lift/push/pull up to 50 lbs.
- Ability to bend, squat, stoop, kneel, and reach above your shoulders.
- While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; sit; crouch; use hands to finger, handle, or feel; reach with hands and arms; climb or balance.

**COVID Requirements**

As a condition of employment, FBCCS requires all employees to be fully vaccinated against COVID-19, unless approved for a reasonable accommodation based on disability, medical condition, or religious belief that prevents you from being vaccinated. If you are vaccinated, you are required to have received at least one COVID-19 vaccine prior to your first day of employment and to provide proof of full vaccination status within 30 days.

**Additional Information**

In instances of a federal, state or locally declared emergency, Food Bank is typically considered an essential service and emergency responder; all of its employees may be called in to perform regular or emergent duties.

**Compensation and Benefits**

This is a full-time, non-exempt position. To ensure internal pay equity, the non-negotiable starting pay for this position is \$21.50 per hour.

We value our employees' time and efforts. Our commitment to your success is enhanced by our competitive and extensive benefits package including health, dental, and vision, life insurance, flexible spending account, 403(b) employer matching, and paid leave to eligible employees. Plus, we work to maintain the best possible environment for our employees, where people can learn and grow with the organization. We strive to provide an inclusive, collaborative, and creative environment where each person feels encouraged to contribute to our processes, decisions, planning and culture.

**To Apply**

Please send your resume and any supporting documents to [hr@foodbankccs.org](mailto:hr@foodbankccs.org) with the subject line: **"Sanitation Associate."** Email submission is preferred.

Or by mail to:

Food Bank of Contra Costa and Solano  
Attn: Human Resources  
4010 Nelson Avenue  
Concord, CA 94520

**FBCCS is an Equal Opportunity Employer and complies with applicable state and local laws governing nondiscrimination in employment in every location in which the FBCCS has facilities.**

**We strive to create a workplace and organization that reflects the communities we serve where everyone feels empowered to be their full, authentic selves. Together, we work innovatively to effectively serve our community. Underrepresented groups are welcomed and encouraged to apply.**

**FBCCS does not have the resources to sponsor visas, nor any open positions eligible for the H-1B program.**

For more information about us, please visit: <http://www.foodbankccs.org/careers>