



<b>Job Title:</b>	Driver	<b>Position Type:</b>	Full Time (NON-EXEMPT)
<b>Reports to:</b>	Trucking Manager	<b>Department:</b>	Operations
<b>Work Schedule:</b>	8 hours a day, M-F, overtime when necessary.		
<b>HR Contact:</b>	Linda Kammerzell	<b>Last Edited:</b>	April 14, 2021

### Job Description

#### Summary:

Efficiently pick-up and deliver required material to a specified location while maintaining safe work practices. Assist other employees and/or managers in a positive manner when necessary.

#### Essential Job Functions:

- Drive and operate trucks in safe consistent manner following regulations and policies.
- Follow instructions, directions & schedules from Manager.
- Pre-inspect truck before leaving the truck yard; do post-trip inspection upon return to truck yard.
- Responsible for basic vehicle maintenance; comply with all safe work practices, policies, and processes at all times – for example: DOT regulations & Company policies.
- Complete and verify paperwork for accuracy in a timely manner.
- Consistently maintain a safe work environment for themselves and others.
- Have a positive attitude and work well in a team environment.
- Must consistently perform ALL tasks to company standards both safely and efficiently.
- Must be willing to work long hours – 8-to-12-hour shifts; 40 hours a week with occasional overtime, 5 days a week with possible weekends.
- All drivers are required to wear – Approved fire-retardant (FR) outer garments, hard hat, safety (steel) toed work boots, and eye protection AT-ALL-TIMES when outside of vehicle while on customer’s location. If necessary, hearing protection, harnesses, respirators and other appropriate Personal Protective Equipment (PPE) may also be required.
- Ability to utilize various hand/power tools safely and efficiently. These include but are not limited to: hammers, pipe wrenches, end wrenches, hammer wrenches, pipe cutters, threaders, power heads, shovels, rakes, post hole diggers, chain vices, screw drivers, etc.
- Must be able to perform physical activity including but not limited to: shoveling, climbing ladders and stairs, lifting, carrying heavy objects exceeding 50 lbs., support body weight with arms only, running, walking, sitting for extended periods of time, etc.
- Must maintain professional relationship with company personnel and customers at-all-times
- Other duties as assigned.

#### Qualifications and Education Requirements

- Must maintain a Class A Commercial Driver’s License at-all-times.
- Must be able to effectively communicate and understand the English language.
- Have reliable transportation to/from company office or yard.
- Must be able to pass all drug testing as required by company policy (pre-employment, random, post-accident or reasonable suspicion).
- Must complete a physical capability test and maintain physical capability.
- Must maintain a clean Motor Vehicle Record (MVR) and pass criminal background check.
- Obtain Safeland certification and any other required safety courses.
- Ability to find solutions for and/or to deal with day-to-day work-related problems efficiently.
- Ability to complete work-related tasks to required standards even in stressful situations.



- Ability of decipher safe and un-safe working conditions and implement best course of action.
- Ability to communicate effectively with others using written or spoken word.
- Ability to maintain a productive work environment at all times.
- Ability to remain attentive to detail and provide feedback when necessary.

**Preferred Certifications:**

- CDL Class A certification
- First Aid and CPR certification
- H2S Preparedness
- Competent Persons
- Any other requested certifications
- High school diploma or GED

**Disclaimer:**

The above statements are intended to describe the general nature and level of work being performed by persons assigned to the above job duties. The requirements are not to be construed as an exhaustive list of all responsibilities, duties and skills required of personal so assigned. At the discretion of Management Staff, all personnel may be required to perform duties outside the range of what is minimally required.

Employee:		Date:	
Manager:		Date:	

Compensation depends upon type of duties assigned & shift as well as experience:

Starting salary range - Day Drivers: Range from \$20 - \$23 per hour.

Starting salary range - Night Drivers: Range from \$24 - \$27 per hour.