

Employee Job Description

Job Title: Truck Driver



Job Summary

Efficiently transport a wide range of items to or from customers in a manner that meets customer requirements.

Be responsible for reporting any damages.

Qualifications

Preferred minimum level of education/experience: high school diploma or equivalent. A valid truck driver's license and skill in safely operating different types of trucks are required. Yearly physical certification is necessary.

Special Skills

Ability to confer with customers effectively and promote strong company image.

Physical Abilities

To perform this job successfully, an individual must be able to:

- Frequently lift and/or move up to 50 pounds; talk and hear.
- Regularly lift and/or move up to 25 pounds; stand; walk; use hands to finger, handle, or feel and reach with hands and arms.
- Occasionally lift and/or move more than 100 pounds; climb or balance and stoop, kneel, crouch, or crawl.
- Clearly see 20+ feet with or without corrective lenses. Have ability for close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus.

Expanded Duties

Transport and deliver goods in accordance with a schedule, including emergency, rush deliveries or pick-ups that require overtime.

Verify count and condition of transported items, reporting any damage as applicable.

Assist in loading and unloading freight as required.

Secure loads properly.

Assure that loads are within weight limits.

Operate truck in a safe manner.

Comply with all Department of Transportation (DOT) standards and regulations.

Report any vehicle problems or defects to supervisor immediately.

Maintain vehicles in a manner that projects positive company image to customers and the general public.

Maintain a good driving record.

Ensure good customer relations by consistently delivering orders on time and by acting in a courteous, professional manner.

Perform other duties as assigned by supervisor.