

POSITION TITLE:	Delivery Truck Driver
DEPARTMENT:	Store Location
REPORTS TO:	Retail Store Manager
SALARY GRADE:	H005

OVERALL RESPONSIBILITY:	Assist Co-op customers of the assigned retail store location by accurately loading orders from warehouse and making deliveries to customer locations.
KEY TASKS AND RESPONSIBILITIES:	<ul style="list-style-type: none"> • Load or assist in loading the delivery truck with products to be delivered, making sure orders are loaded on truck in most efficient manner for delivery and all delivery items are accounted for. • Handle products in a manner that prevents damage to the merchandise. • Unload the product at the customer's property, as directed, making sure to be courteous to the customer and considerate of his/her property in the process. Examples include closing gates, cleaning up any spills, stacking product as requested, etc. • When pulling product for delivery, pull from oldest stock first and leave warehouse inventory arranged in neat, orderly stacks for efficiency in filling orders and inventory control purposes. • Keep company vehicles neat and properly maintained. Duties include checking the oil, refueling, following DOT regulations, following regular maintenance schedule, assuring inspections and licensing is up to date, etc. • Maintain proper safety and housekeeping standards of assigned vehicle and in the assigned work area. • Perform any other duties, as directed.
SKILLS AND ATTRIBUTES:	<ul style="list-style-type: none"> • Team-Oriented Personality • Strong Organizational Skills • Customer Service Skills • Knowledgeable of Local Roads and Operating Territory
EXPERIENCE REQUIREMENT:	<ul style="list-style-type: none"> • May Require Valid Commercial Driver's License • Acceptable Driving Record • Ability to Lift Up to 100 lbs.