

Truck Driver

Position Specifics

Department: Service

Reports to: Branch Manager

Supervises: None

Purpose

Responsible for the safe transportation and delivery of machinery, equipment and goods and planning routes to meet delivery deadlines, supervising and assisting with loading and unloading goods, and ensuring Company truck is well maintained and safe to drive.

Responsibilities

- Transporting machinery and equipment to and from Company locations, customers, events and distribution centers.
- Inspecting the truck for mechanical and safety issues and organising preventative maintenance to avoid any safety issues.
- Planning routes and meeting delivery schedules.
- Maintaining documentation, including logs, timesheets and records of any safety incidents.
- Complying with truck driving rules and regulations (size, weight, route designations, parking and break periods) as well as with Company policies and procedures.
- Observing safety requirements when loading and unloading machinery and equipment.
- Ensuring machinery and equipment are stowed and secured correctly to prevent loss or damage.
- Ensuring weights comply with load limitations and ensure safe distribution of weight.
- Collecting and verify delivery instructions.
- Reporting defects, accidents, hazards or violations.
- Ensuring all health and safety regulations are adhered to.
- Ensure Company truck is maintained in a clean condition, both internally and externally.
- Other general truck duties as directed.

Requirements

- 2+ years' proven work experience as a truck operator.
- Valid HR or HC licence, with clean driving record.
- Ability to drive long hours and travel regularly.
- Punctual and reliable.
- Safety focused and able to model safe work practices.
- Attention to detail and good time management skills.
- Solutions focused with a proactive approach to work.
- Excellent written, verbal and interpersonal skills.
- Good personal hygiene and presentation.
- Physically fit for the manual aspects of role with an understanding of correct manual handling procedures.
- Good knowledge of the geographical area and local roads around the area.
- Valid forklift licence, preferred but not essential.