

CDL Truck Driver Position Description

Department: Production	FLSA Status: Non-Exempt
Reports to: Manufacturing Operations Mgr	Date: 03/20/18

Primary Function:

Responsible for operating a 1.5 ton truck and trailer rig with capacity of more than 10 tons, to transport materials and equipment to and from specified destinations, by performing the following duties.

Essential Duties and Responsibilities:

- Drives truck to local destinations, with occasional overnight stays.
- Prepares receipts for load picked up.
- Familiarity with local state and federal DOT regulations.
- Maintains DOT truck log and driver's log book, according to state and federal regulations.
- Loads and unloads truck.
- Positions blocks and ties rope, chain, or straps around items to secure cargo during transit.
- Inspects truck and trailer equipment and supplies such as tires, lights, brakes, gas, oil, and water.
- Performs emergency roadside repairs such as changing tires, installing light bulbs, tire chains, etc.
- When in between loads will help maintain the company's fleet of trucks and trailers by performing walk around inspections, diagnose and perform minor repair of lights, wiring and maintain the general upkeep of company vehicles.
- When in between loads must be willing to assist the maintenance department in their general duties.

Promote and actively embrace the concept of professionalism, with an emphasis on quality, commitment, integrity, ingenuity, teamwork, the community and the environment. Safety is a deeply rooted cultural value and it must be promoted and enforced at all times.

Minimum Qualifications/Experience:

High school diploma or general education degree (GED); and one to three years related experience and/or training.

Must possess a current Commercial Driver's License (CDL) and must have maintained a good driving record and have the ability to obtain a medical card.

Travel

This position requires travel by driving and occasional overnight (or longer) stays.

Additional skills

Strong interpersonal skills and ability to work in a very dynamic environment – must have flexibility with an ability to focus.

Other Qualifications

The physical demands and work environment described here are representative of the conditions that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this position, the employee is regularly required to stand, sit; climb or balance; talk or hear. The employee is frequently required to walk; use hands to finger, handle, or feel; reach with hands and arms and stoop, kneel, crouch, or crawl. The employee must regularly lift and /or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision and ability to adjust focus.

Work Environment

While performing the duties of this Job, the employee is regularly exposed to moving mechanical parts. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; outside weather conditions; risk of electrical shock and vibration. The noise level in the work environment is usually loud.